



VENDOR REGISTRATION FORM

Official Set-Up Day

Thursday, May 7th from 8 a.m. - 6 p.m.

Hours of Operation Auction begins Friday, May 8th at 10 a.m. and ends on Saturday, May 9th around 6 p.m. Gates open to the public at 9 a.m. All vendors open for business at 9 a.m. Tear down is when last car crosses the block on Saturday around 6 p.m.

Step 1. Please complete and return with payment. Make checks payable to RM Auctions. Spaces are on a first come, first served basis. All vendors are subject to published rules and regulations. (F = Frontage, D = Depth)

NAME		LAST NAME	
ADDRESS			
CITY		STATE	ZIP
COMPANY NAME/DBA		TAX ID #	REFERRED BY
BUSINESS PHONE		CELL PHONE	
EMAIL ADDRESS		WEBSITE	

Step 2. Please answer the following questions

1.	My product is new, used or both? (NEW) (USED) (BOTH)
2.	I will be placing a tent/canopy up in my vendor space? (YES) (NO)
3.	I will be camping in my vendor space. (YES) (NO)
4.	Please describe items you will be selling.

Step 3.

# of Spaces	Location	Each	Total
	Along Arena Bldg 12'Fx 25'D	\$75	
	Along Duesenberg Bldg 12'F x 15'D	\$50	
	Middle Block 10'Fx30'D (limited electric available)	\$50	
	Electric Fee Per 10 AMP (Duesenberg and Outside Arena only)	\$25	
Total Amount Due			

Which category best describes the items you will be selling?	
Art & Photography	Lifts/Ramps/Rotisseries
Antiques	Memorabilia
Automotive	Motorcycles
Automotive Misc.	Non Automotive Items
Automobilia	Oil/Fuel/Chemical
Books/Magazines/Literature	Paint & Supplies
Car Exterior	RV's/Campers/ Coaches
Car Parts (new) (used) (both)	Services
Crafts	Soda Machine/Fire Extinguisher
Clothing	Trailer & Supplies
Collectibles	Tools
Car Electronics	Welding
Detailing Products	Wheels & Tires
Engines	Other
Electrical	
Golf Carts	

Step 4. Please make checks payable to RM Auctions. Once registration form is submitted and processed you will receive a email confirmation with the event details.

Payment Method: MC VISA DISC AMEX			
Credit Card #			
Expiration		CVV	Zip Code
Signature			



Vendor Office
5536 County Road 11A * Auburn, IN 46706
Office: 877.906.2437 / Fax: 260.927.9799 / Email: vendors@rmsothebys.com



OFFICIAL SET-UP DAY – Vendor & Car Corral

Load in will be on Thursday, May 7th from 8 a.m. - 6 p.m. Vendors/Car Corral should enter through the North entrance (Gate 6) of the auction park.

Hours of Operation

Friday & Saturday, May 8-9 auction begins at 10 a.m. ends around 6 p.m. All vendors need to be open for business on Friday & Saturday from 9 a.m. - 6 p.m. Gate opens to the public at 9 a.m.

Tear Down

Saturday, May 9th auction is expected to end around 6 p.m. Once the crowd has cleared security will allow vehicles to enter the grounds.

GENERAL INFORMATION

RM Auctions assumes no responsibility for any damage or loss by fire, theft or any other cause whatsoever. Vendors and spectators use the facilities at their own risk and agree to indemnify and save harmless RM Auctions, its agents and employees from any loss or liability including but not limited to costs of defense, arising from participation at events conducted by RM Auctions and/or held at the Auburn Auction Park. Vendors will indemnify and save harmless RM Auctions for any such loss or liability arising from conduct of any vendor towards another vendor or the public

RM Auctions reserves the right to reject application for space rental or renewal on the basis of unsatisfactory previous conduct, merchandise that does not fit within the scope of the event, or upon any other basis made in the sole determination and at the sole discretion of RM Auctions. RM Auctions also reserves the right to remove individuals who exhibit unsatisfactory behavior during an event. Misuse of any show credentials will result in ejection from Auction Park. Failure to comply with any of the rules and regulations may result in loss of the willingness of RM Auctions to renew a space rental or immediate removal from grounds.

➤ **VENDOR SPACE USAGE RESTRICTIONS**

- Swap meet spaces shall be used for sale of product, NOT used as solely as camping or parking spaces.
- No selling of vehicles in the vendor space.
- All merchandise, vehicles and tent stakes must be contained within assigned space and vendors may not engage in any sales or business activities outside the assigned space without the written consent of an authorized agent of RM Auctions.
- All tent stake holes must be filled in at tear down. Failure to do so will result in a \$75 fine.

➤ **CAR CORRAL SPACE USAGE RESTRICTIONS**

- No overnight camping in any car corral space.
- NO SELLING of parts or products of any kind in the car corral.
- All vehicles, lawn chairs, etc. must be contained within your assigned space(s). No tents in car corral.
- Vehicles being left on trailer/haulers are welcomed, **but must be approved by RMA**, and placed towards the back of the car corral.
- Free trailer parking is located outside of the vendor office at Gate 6.
- Car corral vehicles may exit each night after 5 p.m. and return each morning before 9 a.m.

- **No food or beverage sales.** Only contracted food vendors and concessionaires may sell food or beverages of any kind, including water.

- **Alcohol Policy:** Alcohol brought in on RM Auctions grounds is prohibited by the Indiana Alcohol & Tobacco Commission. Coolers will be checked at the gates. If alcohol is found, you will be removed from the grounds.
- **No selling of counterfeit products** of any kind. This includes sunglasses, purses, etc.
- **Vehicles used for restocking** may be brought in (with pass) between 7 a.m. and 9 a.m. during the event. All vehicles that are not part of the display/booth that are in the park after 10 a.m. will be towed unless approved and hidden in booth area.
- **Hauling Merchandise / Transportation on grounds.**
No hauling passes are available between 10 a.m. and 5 p.m. on Friday and Saturday. No vendor vehicles will be allowed to enter or exit grounds between 10 a.m. and 5 p.m. on event days. Additional options for parts hauling are available. Please visit the vendor office should you need assistance hauling your parts to the gate.
- **No Subleasing of space.** The Vendor shall not assign, sublet or apportion the whole or any part of their assigned space or have representatives, equipment or materials from other firms than their own in their assigned space without the written consent of RM Auctions.
- **Transfer of space.** The transfer of renewal space is allowed only with the express authorization from RM Auctions. RM Auctions exclusively reserves the right to approve any and all transfer requests at its sole discretion. Criteria for the approval of transfer of space will be determined solely by RM Auctions and implemented and enforced as RM Auctions deems in the best interest of the company and the event.
- **No ATV's, gators, rangers, etc are allowed onto the grounds.** Please contact DEVER Golf Cart Rental at 859-455-9586 for more information.
- **Generators** are permitted as long as they do not pose a fire safety hazard, are too loud, or not properly vented. Generators causing excessive noise or fumes are strictly prohibited. Generators that vent exhaust fumes directly into adjoining vendor spaces are strictly prohibited. Generators should be vented above vehicles and crowd.
- **Pets** are strongly discouraged for health and safety reasons. If you cannot make other arrangements for boarding, your pet must be on a leash and policing and clean up after it is required. Your pet must be under your control at all times, and you are fully responsible for its actions. Any offensive or unsafe action by your pet may result in expulsion without refund.
- **Trash Removal:** Vendors will be charged \$75 for removal of excessive trash that is not properly bagged. Trash bags are available at Vendor Office. It is mandatory that all cardboard boxes be broken down and stacked by a trash cans for removal.
- **Tent Rental:** You may use the tent company of your choice. RM Auctions recommends Muttons Rental 260-432-8636. RM Auctions shall retain the right to ban any tent or structure that does not meet applicable safety standards.
- **Vehicle Passes:** Only **one** vehicle pass will be issued per space. Vehicle pass **MUST** be affixed permanently to vehicle's windshield prior to entry grounds. The sticker covers admission for up to two people in the vehicle. Any additional individuals in the vehicle must present a separate pass or pay admission to enter the grounds.
- **CANCELLATION:** No money paid pursuant to this agreement will be refunded in the event of a cancellation less than 15 days before the event. Any refunds for cancellations 15 days or more prior to the date of the event will be made subject to deduction of a service charge of \$25 per space.

Please sign and return that you have read the rules & regulations.

Signature _____
Date _____ Booth# _____



Auctions

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