

VENDOR REGISTRATION FORM

Official Set-Up Day – “Asphalt Vendors”

Set up will begin Wednesday, September 2nd from 9 a.m. - 6 p.m. All vehicles have to be off the grounds by the end of day Wednesday.

Official Set-Up Day – “Swap Meet Vendors”

Set up will begin Wednesday September 2nd from 9 a.m. - 6 p.m. However, vendors may access the park on Tuesday of event week with “prior approval”.

Car Auction begins Thursday, Sept 3rd at 10 a.m. and ends on Saturday, September 5th around 4 p.m. You are required to be open for business from 9 a.m. – 6 p.m. each day. Please see Rules & Regulations for additional information

Step 1. Please complete and return with payment. Make checks payable to RM Auctions. Spaces are 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		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 swap meet space. (YES) (NO) Note: Only available in swap meet A, B and D
4.	Please describe items you will be selling.

Step 3.

# of Spaces	Location	Each	Total
	Outside Arena 12’Fx 25D’’	\$500	
	Outside Duesenberg Bldg 12’F x 25’D	\$200	
	Pond Area 10F’x20D’	\$200	
	Swap Meet A (wooded) 10’Fx30’D	\$100	
	Swap Meet B, CC & D 10’Fx30’D	\$75	
	Electric Fee Per 10 AMP (Duesenberg and Outside Arena only)	\$30	
<i>Total Amount Due</i>			

Please select up to three your categories in the order you choose to be in.	
Art & Photography	Detailing Products
Automobilia	Electrical
Automotive	Engines
Automotive Misc.	Lifts/Ramps/Rotisseries
Oil/Fuel/Chemical	Tools
Car Electronics	Books/Magazines/Literature
Car Exterior	Memorabilia
Car Parts (new)	Motorcycles
Car Parts (used)	Golf Carts
Non Automotive Items	Paint & Supplies
Trailer & Supplies	RV’s/Campers/ Coaches
Clothing	Services
Antiques	Welding
Collectibles	Wheels & Tires
Soda Machine/Air Meter/Fire Extinguisher	Other

Step 4.

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

Please make checks payable to RM Auctions.
 Please sign that you have read the rules & regulations attached.

Signature: _____ Date: _____

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 \$25.00 per space.



VENDOR RULES & REGULATIONS

Official Set-Up Day – “Asphalt Vendors”

Load in will begin Wednesday, September 2nd from 9 a.m. - 6 p.m. Asphalt and Arena Building vendors should enter through the west entrance (Gate 9) of the auction park. You may NOT tear down until the last car crosses the auction block on Saturday. All vendors need to be open for business Thursday– Saturday 9 a.m.-5 p.m. and ALL vehicles must be off the grounds by end of day Wednesday.

Official Set-Up Day – “Swap Meet Vendors”

Wednesday, 2nd from 9 a.m. - 6 p.m. However, you may enter the grounds on Tuesday with “prior approval”.

Swap Meet A vendors should enter through the North entrance by the vendor office (Gate 6) of the auction park.

Swap Meet B, CC & D should enter through the East entrance located at (Gate 4). All vendors need to be open for business Thursday – Saturday 9 a.m.-6 p.m. As a reminder 24 hour security will not start until 8 a.m. on Wednesday, September 2nd. You may NOT tear down until the last car crosses the auction block on Saturday.

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.

SPACE USAGE RESTRICTIONS

- Swap meet spaces shall be used for sale of product, NOT used as solely as camping or parking spaces.
 - Merchandise for sale in Swap Meet B & D must be a minimum of 80% automotive.
 - No selling of vehicles in the swap meet. However, you may sell PARTS ONLY CAR in Swap Meet B. Car must be non-running, no motor, and appear to be a parts car. You MUST get prior approval to place any vehicle in Swap Meet B.
 - All asphalt vendors will be required to use the tent ordered and provided through RM Auctions
 - 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.
- **No food or beverage sales.** Only contracted food vendors and concessionaires may sell food or beverages of any kind, including water.

- **No selling of counterfeit products** of any kind. This includes sunglasses, purses, etc. No selling of guns at anytime.
- **Hauling Merchandise/Transportation on grounds/Restocking**
No vendor vehicles/personal vehicles will be allowed to enter or exit grounds between 10 a.m. and 5 p.m. on Thursday, Friday and Saturday. **Restocking booth is before 9 a.m. and after 5 p.m. each day only.** After 10 a.m. vehicles will be subject to be towed unless approved and hidden in booth area.
- **Hauling service is available at Gate 4.** Please visit the vendor office should you need hauling assistance.
- **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.
- **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 ATV's, gators, rangers, etc are allowed onto the grounds.** Please contact **DEVER Golf Cart Rental at 859-455-9586** for more information. Please contact DEVER for personal golf cart permits.
- **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 can for removal.
- **Tent Rental:** You may use the tent company of your choice. RM Auctions recommend Mutton 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.
- **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 _____

These rules and regulations may be modified by RM Auctions at any time and subject to the sole discretion of RM Sotheby's. June 2019



260.927.9797 or vendors@rmsothebys.com