

THE NISKAYUNA REFORMED CHURCH
47th ANNUAL FLEA MARKET
3041 Troy-Schenectady Road, Niskayuna, NY
Saturday, September 23, 2023
9 AM - 4 PM

Phone: 518-785-5575 **Email:** office@niskayunareformed.org

THE OUTDOOR SITE

Located on a large stretch of grass field in plain sight of the road, it is more than 500 sq. feet. Cars and vans of dealers may be brought onto the field; each booth is approximately **20 x 20 feet** in size. Parking of extra vendor vehicles is available across the street. (Parking attendants will direct you) We will guarantee you an outdoor site with full payment of \$40 if received by September 12, 2023. It must be received in the mail by September 12th. Reservations after September 12, 2023, will be \$45. Contracts received on the day of Flea Market are \$50.

Please bring your own tables. None provided.

THE INDOOR SITE

We have limited inside spots this year. Indoor vendors may only contract one (1) booth. We will guarantee you an indoor site with full payment of \$60 if received by September 12th, 2023. It must be received in the mail by September 12th. If you send a contract in the mail, it will not count as being received. Reservations after September 12, 2023 will be \$65. Contracts received on day of Flea Market are \$70. For indoor set-ups, we will supply **one** table only. You may bring the other 2, if needed. The booth size is approximately **10 x 10 feet**. The rooms are easily accessible from the field.

FOR BOTH INDOOR/OUTDOOR

If you send a contract in the mail, this will not count as being received. It must be received in the mail by the deadline. **We will offer these in the order in which we receive contracts.**

CONFIRMATION

Confirmation will be sent out as the contracts come in via email or voicemail, depending on how your contract is sent in. Ellen Gauna, our Office Manager, will be sending out confirmations. Please make sure all your information is printed neatly and legibly so we can contact you. If you do not receive confirmation, then you do not have a confirmed spot.

SET UP TIMES

Friday, September 22nd	3 pm- 7 pm
Saturday, September 23rd	7 am

These times will be **strictly enforced** as the facility is being used for church related activities prior to this time on Friday. **On Saturday, September 23rd set up will begin at 7 am.** If you show up **before 7 am** there will not be church members here to let you in the building or to answer your questions.

PLEASE ADHERE TO THE SET TIMES!!!

VENDOR REGULATIONS

- If you do not show up, you may not be allowed to come back.
- Vendors **MUST** stay for the **ENTIRE** time, no exceptions. You may not be approved to come back if you do not stay for the entire Flea Market.
- If you work for a company that only allows one vendor per flea market, it is not the responsibility of NRC to make there is only one vendor.
- No animal sales allowed.
- Food and franchise dealers may participate on approval of committee only.
- **NO PETS ALLOWED—SERVICE ANIMALS ONLY**

THE PARKING

There is a large, paved parking lot immediately adjacent to the field and building capable of holding 110 cars. There is an auxiliary unpaved lot just beyond that for overflow. There is also lawn parking available. We will have workers on duty directing traffic. **The only admission charge will be for the car at \$3.**

CLEAN UP REPOSIBILITIES

Removal of trash and garbage in and around your assigned booth area is the ***responsibility of the vendor.*** ***Please do not leave items that have not sold that you do not want.***

Vendors must take ALL items with them.

THE PUBLICITY

We will have coverage in all the Tri-City papers and on the radio. Flyers and posters will also be widely distributed.

We have enclosed an advertising flyer for making copies if you would like to put in local businesses in your area.

We hope to sign you up for this Flea Market and promise we will make every effort to ensure it will be a successful one. We have had excellent attendance over the last 40+ years.