

INFORMATION & RULES – 2026

Registration: Vendors are required to have on file with the Park Falls Recreation Arena a State of Wisconsin Sales tax number and a Sales Tax Certificate or place their Social Security Number on file with the Park Falls Recreation Arena. Please e-mail your registration and license to pffleamarket@gmail.com.

*If you do not have a reserved space, **DO NOT SET UP!!!** You must register and pay for your space first at the concession stand located at the front entryway on the Southeast side of the building. The concession stand will be open at 8:00am.

Set-up will be from 8am-9:30. The vendor entrance will be through the Zamboni door on Northeast side of the building. After unloading merchandise, vehicles will be need to be moved to the designated parking area to prevent congestion with other vendors setting up. All vendors need to be in their space(s) by 9:30 am. Vendor entrance (through Zamboni door on Northeast side of building) will be closed off at 10:00 am and you will not be allowed to enter.

Advertised selling time is between 10 am and 5 pm. **YOU ARE NOT TO LEAVE BEFORE 5 pm** without prior arrangements which are to be made **BEFORE** setting up. **EXCEPTION: Inclement weather - which is to be determined by the Flea Market Staff. The doors to the public will be closed after 5pm.**

Price:

- **Daily space fee inside (10 x 10 space):** \$20.00* per space. Spaces are 10 feet wide by 10 feet deep. You will be assessed for extra space(s) if you exceed this. You may rent as many spaces as you need. Anyone found taking more than 10' x 10' of selling space will be charged additional.

If your display requires shoppers to walk around the outside of your booth, you cannot go into your neighbor's space. Consider 2 spaces if needed.

- **Pre-paid space fee (10 x 10 space) is:**

- Pre-paid Vendor spots will be claimed on a first come first served basis.

*If you cannot attend on a given Wednesday, please e-mail pffleamarket@gmail.com. Please do not reach out to your neighbors, other staff or via FACEBOOK.

- If you are a pre-paid vendor, you may **NOT** sublet or transfer your space(s) to another vendor.
- Reserved spaces are on a seasonal basis only! We do not reserve spaces on a week-by-week basis. If you are not in your space by 9:00 am without prior notification, your space will be rented to someone else for the day at the discretion of the Flea Market Staff. If you miss two weeks in a row without notifying the Flea Market Staff, you can lose your pre-paid space.

- **Food Vendors:** \$50.00 per day, no electric will be provided.

Tables and Chairs are available to be rented through the registration, \$5 per table and \$1 per chair- per day.

*No refunds will be given (whether daily or seasonal) once you have paid for your space(s).

*There will be a \$40 service charge on NSF checks.

Vendor Information:

- **ALL Food Vendors (food, lemonade, donut, ice cream, etc.) must supply a copy of their food license and proof of insurance to the Flea Market Staff prior to the start of the season.**
- Small-scale egg producers will need a Transient Retail License to sell eggs at the flea market. Please contact the DATCP's licensing consultants to obtain a transient retail license application. In addition, producers must still meet some basic food safety requirements:
 - Eggs must be sold directly to the consumer, not a wholesaler or distributor. Eggs must be packaged in a carton that is labeled with the producer's name, address, the date the eggs were packed into the carton, a sell-by date within 30 days, and a statement indicating that the eggs in the package are ungraded and uninspected.
 - Retail sale packaged eggs must be always kept at an ambient temperature no higher than 41° F.
 - Registration is required for egg producers who collect, package, and store next-run eggs from a flock of laying birds owned by the producer. There is no charge for registering. Registration is a useful tool to the department in the event of an animal disease outbreak that requires food safety personnel to contact egg producers. Use the Nest Run Egg Producer and Seller Registration Form to complete the registration process.
- The sale of the following items will not be allowed. All guns including BB-Guns and Tasers, sharps, ivory, cross bows, bows, nazi/swastika items, confederate items, items with foul language, fireworks, tobacco products, e-cigarettes and accessories, drug paraphernalia, pornography, used bedding, arrows, martial arts items, animals and including animal parts (for example – bear claws), birds of prey, and certain taxidermy mounts or works may require Federal or State permits to possess or other commodities prohibited by law to sell. Sale of any merchandise that violates trademark, trade name or copyright laws will not be permitted.
- No “political” booths are allowed which campaign for a political party or candidate for elected public office.
- Knives can **NOT** be sold to anyone under 18 without parent's permission and must be displayed behind a glass case.
- Audio device volume is to be kept LOW. You will be required to turn the device OFF if you do not comply.
- Due to Conditional Use Permit- NO DOGS of any size are allowed on the Park Falls Recreation Arena property, exception: Licensed Service Dogs.
- **No alcoholic beverages may be sold by any vendor; alcohol sales are only permitted by the Park Falls Recreation Arena. No vendor is permitted to consume any alcohol during the Flea Market hours of 8am-5pm.**

Due to the nature of the flea market, the Park Falls Recreation Arena cannot guarantee that another vendor will not have items similar to yours.

Make sure you clean up your area before you leave. Dumpsters are **NOT*** provided for vendor use on the grounds. ***DO NOT LEAVE YOUR TRASH IN THE RESTROOMS OR ANYWHERE ON THE GROUNDS.***

You are not allowed to tell shoppers to pick up merchandise at the Vendor's entrance (Zamboni door). It is the seller's responsibility to get their merchandise to the shopper's vehicle. Flea Market staff will not be transporting objects.

There is no overnight "camping" in the Park Falls Recreational Arena parking lot or Preisler Park. The City Parks are closed from 10pm to 6am the following day. There is camping allowed in Hines Park only in designated camping sites and only by permit. For more information, please contact the City Clerk. The parking lot is patrolled by the Park Falls Sherriff's Office. Any violation will be grounds for immediate eviction from the flea market.

Vendor(s) agrees to indemnify the Park Falls Recreational Arena and its volunteers, City of Park Falls harmless from any and all claims (including the cost of defense of any claims) resulting from the vendor's activities at the Flea Market.

The Park Falls Recreational Arena and City of Park Falls is not responsible for theft, damage to merchandise, or injury occurring at the Flea Market.

Unethical business practices will not be tolerated. This will be grounds for eviction with no refund of any kind.

Any infraction of these rules will be grounds for immediate eviction! If you do not wish to follow these rules, DON'T SET UP!

The Flea Market Staff reserves the right to refuse to rent space to anyone for any reason and make immediate rule changes as needed