

CARC Trade Days Friday and Saturday following the 2nd Monday

Lot Information:

Indoor Lots 12 x 12	\$40 for Friday and Saturday
Indoor Lot 6 x 12	\$30 for Friday and Saturday
Outdoor Lots 12 x 12	\$25 for Friday and Saturday

Lots are rented on a month-to-month basis.

New lots may be reserved starting the Monday after the CARC Trade Days. Payment may be made thru PayPal on the CARC website, over the phone with a credit card (MasterCard and VISA) or mailed to 4100 J. Bennett Johnston Ave, Lake Charles, LA 70601 ATTN: Trade Days.

Checks must be imprinted with the account holder's name, address and phone number, driver's license and state can either be imprinted or hand written. \$35 fee for checks returned for any reason.

Vendors who pay 12 months full lot rent in advance will be offered a 10% discount. This does not include charges for electricity or tables. These items are charged and paid for on a month-to-month basis at no discount.

The spaces are clearly marked off with tape and numbered. They have a cement floor and a high overhead ceiling allowing very tall items to be displayed.

All vendors are required to check-in at the information booth upon arrival and before setting up

Set-up time is on Thursday from 12 Noon- 4:00PM or Friday starting at 7AM

Lots are to be paid for before merchandise is put on display.

Available at additional charge:

- Banquet table 8 feet long \$6.00 per table
- 60" round table \$6.00 per table
- Electricity (limited number) \$10.00

NOT Allowed:

- Loud music or amplifiers

- Generators
- No firearms will be permitted for sale
- No smoking in the building
- No alcoholic beverages or illegal drugs are to be sold or consumed on the premises at any time during the show or on set up and tear down times.
- Lots may not be used for raffles, lotteries, palm reading or such

Vendors must provide completed vendor registration form and payment in full must be received before vendor is officially registered.

No vendor spaces will be reserved. First come first serve basis.

Booth space reservations are non-refundable

Vendors are only allowed to park in the designated vendor parking lot located at the south end of the property. Handicap parking for those vendors who need to be close will be directed to a designated area.

Vendor trailers and Box Trucks will also have a designed area

Animal Vendors:

- must have proof of vaccinations
- must be contained or leashed at all time
- must keep ample shavings in the bottom of cages to absorb and contain animal waste
- if any feces or urine contacts the ground, it must be sanitized with bleach
- make sure all shavings have been removed from the facility at the end of each day.
- A \$35 clean-up fee will be charged if any materials are left behind.
- If advertise an animal as AKC or other registered breed must be able to display the appropriate papers at the time of sale
- Absolutely NO PIT BULL DOGS, or any mixture of this breed, is allowed on this property for sale, show, or any other reason

Electricity – we have several 110 power but vendors must provide their own extension cord. Vendors using electricity without paying will be charged \$25

Wi-Fi is available for electronic payments. See information booth for password

Sales Tax:

Vendors are required by state and parish to collect sales tax on the merchandise sold at CARC Trade Days. The collection, reporting, and submission of state and local taxes are completely the responsibility of the vendor. Parish/city tax is 5.75% and State is 5%. The Louisiana Department of Revenue and Taxation offers sales tax information on their website at revenue.louisiana.gov.

Items should be secured at night; the building does have an alarm system to protect vendor items. CARC will not be responsible for any lost, stolen, or damaged items.

Management reserves the right to restrict the sale, display or distribution of any printed materials, photographs, books, paraphernalia or other representations in order to

maintain proper, moral and wholesome environment. No one shall bring or distribute any political or religious materials.

Renewal of lots may be made during the show at the information booth; otherwise, you are not guaranteed a spot the next month.

Parents or guardians are responsible for minor children and remain with parents or guardian.

Management is not responsible for lost, stolen, or damaged merchandise, personal property or vehicle.

Communication

Email is the official method of communication to all vendors.

Email will be used to send messages, newsletters, and other official notifications to individual vendors and to groups of vendors

These messages may contain notifications about policy and procedural changes as they occur.

Vendors without email will be held responsible for knowledge of the information contained in these messages.

It is recommended, therefore, that vendors without an email account make arrangements with a reliable friend, neighbor, or family member to receive our email messages for them and to provide the CARC Trade Days office with that email address.

All vendors are encouraged to call the CARC Trade Days for any reason. The phone number is 337-433-3620.

In the event the vendor's phone call is referred to voicemail, the vendor is encouraged to leave a brief message and to leave a phone number. Someone in the office will return your call as quickly as possible.