RESERVATION INSTRUCTIONS

59th Annual Lawrence Region AACA Swap Meet

May 5,6,7,**2023**

SPACE OCCUPANCY REGULATIONS:	See attached Regulation Form (Please read in entirety)
VENDOR FEES:	
Reserved Space:	$40.00 for singles, $80.00 for doubles (Fee is for Friday, Saturday and Sunday)
Car Corral Spaces:	$40.00
Gate Reservations:	$50.00 for singles, $100.00 for doubles
Rollover Fee:	$10.00 per space (No refunds)
SPACE SIZE:	Outside Spaces Approximately 15' x 20' for singles and 15' x 40' for doubles Inside Spaces Approximately 12' x 12' for singles and 12' x 24' for doubles
RESERVATION DEADLINE:	Postmarked March 31, 2020 Rollover Requests: Mailed with fee by March 10, 2020
SET UP TIME:	Take the 23rd Street exit off of Kansas Highway 10 Main gate opens Friday May 1, 2020 No Admittance to Fairgrounds Friday 10:00pm to Saturday 6:00am Main gate re-opens Saturday 6:00am Vendors arriving prior to 12:00pm Friday will be lined up at the South entrance to the Fairgrounds along access road off of 23rd Street. Watch for signs.
SECURITY:	This year there will be security on the Fairgrounds from Friday night to 6:00am Sunday. This is for the safety of our vendors and the public.

INSTRUCTIONS TO REQUEST RESERVATION OF SPACES:

1. Complete Regulation / Application Form.
2. Look at the enclosed Swap Meet map.
3. With a colored marker place an "X" in the numbered space(s) of your choice. Mark as #1 choice.
4. Skip at least six spaces and place an "X" in your second-choice space(s). Mark as #2 choice.
5. Skip at least six more spaces and place an "X" in your third-choice space(s). Mark as #3 choice.
6. Return map with desired spaces marked and Regulation / Application Form to the reservation chairman.

YOUR INSTRUCTIONS TO RESERVATION CHAIRMAN:

In case all three of your choices are taken, please indicate in the "Notes" section at the bottom of the Regulation / Application Form if we should:

1. Assign space(s) as close as possible to your requested space(s).
2. Do not reserve space(s) for you and void your check.

PAYMENT:	Enclose check or money order with completed Reservation / Application Form and marked map. Make check payable to: **Lawrence Region AACA**

MAIL TO:

LAWRENCE REGION AACA
P.O. BOX 442006
LAWRENCE, KS 66044

Phone: [redacted] 785-843-AACA (2222)
E-Mail: lawrenceaaca@aol.com

WEBSITE: http://www.lraaca.org/

CONFIRMATION:	You will receive confirmation by mail approximately thirty days prior to the swap meet.

PLEASE PRESENT CONFIRMATION WHEN ENTERING SWAP MEET VENDOR GATE.

DID YOU COMPLETE REGULATION / APPLICATION FORM ENCLOSED IN THIS PACKET?
REGISTRATION REQUESTS WILL BE DECLINED IF FORM IS NOT COMPLETED LEGIBLY, DATED AND SIGNED.

Lawrence Region A.A.C.A.
Swap Meet Regulation / Application Form 202__ Meet

Be sure to complete the application clearly and fully, otherwise we cannot guarantee a reservation. Send the original signed form with check, credit card number, or money order for full amount of space(s) requested, to Reservation Chairman. Retain a copy for your records.

By completing and submitting this Regulation / Application form and by payment for reservation of space(s) for the Lawrence Region A.A.C.A. Swap Meet, as indicated, VENDOR certifies that VENDOR has read the regulations for the swap meet in the attached packet, and that VENDOR will abide by and be responsible to see that the regulations are followed.

Vendor's Signature	Date	Vendor Number	Email Address

Vendor's Name (Please Print Clearly or Type)	Company Name (if applicable)
Mailing Address	**Company Mailing Address**
City State Zip Code	**City State Zip Code**

Home Phone #	Cell Phone #	Business Phone #

How many vehicles will you enter through the main gate? _____

Persons who are authorized to sell vendor's merchandise in the space(s) assigned to the vendor are listed below:

Name	Address	Space #

Name	Address	Space #

Use additional sheets if necessary and attach to this sheet.

Space Assigned to Vendor

Cash ( ) Check # _____ Money Order # _____ Date _____ Initials _____
^ (Club Member)

No. of (Reserved single) space(s).	_____	@ $40.00 = $	_____	Space I.D. Number(s)	_____
No. of (Reserved double) space(s).	_____	@ $80.00 = $	_____	Space I.D. Number(s)	_____
No. of (Gate single) space(s).	_____	@ $50.00 = $	_____	Space I.D. Number(s)	_____
No. of (Gate double) space(s).	_____	@ $100.00 = $	_____	Space I.D. Number(s)	_____

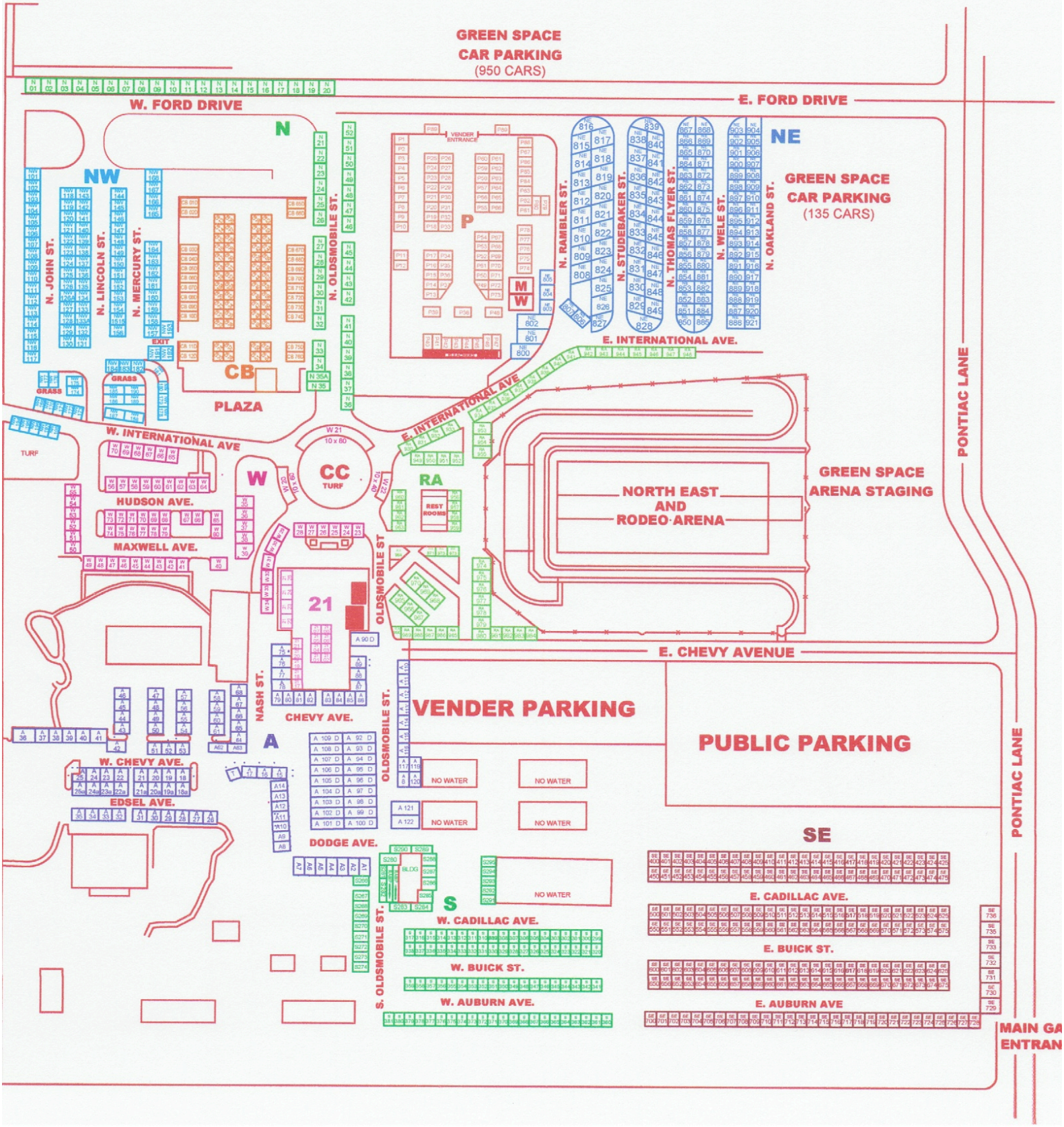
PLEASE MAKE CHECKS PAYABLE TO: LAWRENCE REGION A.A.C.A.

If your desired space(s) are unavailable, please check one:
[ ] Assign space(s) as close as possible to those requested
[ ] Do not reserve space(s) for you and void your check.

Notes:

Mail to: Reservation Chairman
Lawrence Region A.A.C.A.
P.O. Box 442006
Lawrence, KS 66044

Phone: 785-843-AACA (2222)
Email: LawrenceAACA@aol.com


GREEN SPACE
CAR PARKING
(950 CARS)
E. FORD DRIVE
W. FORD DRIVE
N
NW
NE
GREEN SPACE
CAR PARKING
(135 CARS)
N. JOHN ST.
N. LINCOLN ST.
N. MERCURY ST.
N. OLDSMOBILE ST.
N. RAMBLER ST.
N. STUDEBAKER ST.
N. THOMAS FLYER ST.
N. WELE ST.
N. OAKLAND ST.
VENDER ENTRANCE
P
M
W
E. INTERNATIONAL AVE.
CB
PLAZA
GRASS
TURF
W. INTERNATIONAL AVE
CC
TURF
RA
REST ROOMS
NORTH EAST
AND
RODEO ARENA
GREEN SPACE
ARENA STAGING
PONTIAC LANE
HUDSON AVE.
MAXWELL AVE.
W
21
OLDSMOBILE ST
E. CHEVY AVENUE
NASH ST.
CHEVY AVE.
VENDER PARKING
PUBLIC PARKING
A
W. CHEVY AVE.
EDSEL AVE.
NO WATER
DODGE AVE.
S
SE
E. CADILLAC AVE.
E. BUICK ST.
E. AUBURN AVE
W. CADILLAC AVE.
W. BUICK ST.
W. AUBURN AVE.
S. OLDSMOBILE ST.
MAIN GA
ENTRAN