John Updike
Director of Real Estate

City and County of San Francisco
REAL ESTATE DIVISION

ALEMANY FLEA MARKET
SELLER'S INFORMATION SHEET

In order to conduct business at the Alemany Flea Market, each Vendor must complete the following:

Name: _____
(Last Name) (First Name)
Address: _____
Home Telephone: _____
Work Telephone: _____
Fax Number: _____
Email Address: _____
Contact in Case of Emergency:
Name: _____
Telephone: _____

___ I am applying to sell regularly.
___ I am applying to sell only one time (I have not applied to sell in the last 6 months.)

ITEMS TO BE SOLD

___ Antique Furniture
___ Antique Jewelry
___ Antique House-wares
___ Fine Artwork
___ Fine Hand-made Crafts
___ Fine China
___ Collectibles
___ Vintage Clothing
___ Other: _____

ITEMS NOT TO BE SOLD

1. Weapons
2. Guns or Ammunition
3. Counterfeit Merchandise
4. Pornography
5. Drug Paraphernalia
6. Fireworks
7. Tobacco Products
8. Alcoholic Products
9. Self Defense Products
10. Live Animals
11. Bicycles
12. New Merchandise
13. Household Appliances
14. Televisions
15. CD Players
16. DVD Players
17. Electronic Equipment
18. Electronic Tools
19. Power Tools
20. Non-Vintage Tools
21. Stolen Property
22. Motor Vehicles of any type- scooters, etc.
23. Automobile parts

Note: Only those items listed on this form may be sold at the Market. ***If you wish to sell items not listed on this form, you must first get the Market Management's approval and then you must update the form by completing a new Information Sheet.***

By signing below I attest that the information provided above is true and accurate:

Signature: _____ Date:_____

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ALEMANY FLEA MARKET
HOLD HARMLESS AGREEMENT

I agree to defend, HOLD HARMLESS, and indemnify the City and County of San Francisco and its officers, agents and employees from and against any and all claims for damages and any and all liability for damages and any and all loss, provided such claim, liability of loss arises in whole or in part form, or was caused in whole or in part by, my act or omission or that of my employee or agent.

Signature:_____

Name:_____

Date:_____

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Director of Real Estate

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ALEMANY FLEA MARKET
ACKNOWLEDGEMENT OF RECEIPT OF/AGREEMENT TO COMPLY WITH RULES AND REGULATIONS

I acknowledge receipt of a copy of the current City and County of San Francisco Alemany Flea Market Rules and Regulations. Before conducting business at the Alemany Flea Market, I agree to read the Rules and Regulations and be familiar with their provisions. I also agree to comply fully with all requirements contained therein.

Name:_____
(Last Name) (First Name)

Signature:_____

Date:_____

SWAP MEETS, FLEA MARKETS, OR SPECIAL EVENTS CERTIFICATION

STATE OF CALIFORNIA
BOARD OF EQUALIZATION

People who sell merchandise in California are generally required to hold a seller's permit.

You **may not** sell at this event unless you have a seller's permit or are not required to hold a permit. You are required to have a permit if you are selling, even temporarily, new or handcrafted items or used items you purchased for the purpose of reselling to others. You are not required to hold a permit if you are only making "occasional" sales, selling products that are not taxable when sold at retail, or selling on behalf of a section 6015 retailer.

Seller's permits can be obtained at any local Board of Equalization office at no cost to you. To find a Board office near you, call our Information Center at 800-400-7115 or check our website at *www.boe.ca.gov.* Permit applications can also be found online at *www.boe.ca.gov/sutax/sutprograms.htm.* If you obtain a temporary seller's permit, the business address on your temporary permit should be the address of the temporary selling location and the mailing address should be your permanent place of business or residence.

Occasional and Nontaxable Sales - Occasional sellers are usually people who are not required to hold a seller's permit because they will not be making a series of qualifying sales. A person who has cleared their garage of used items *accumulated for their own use* and who sells *only* those items would usually qualify as an occasional seller, provided they make sales no more than twice in a 12-month period. Some sellers who make only nontaxable sales are also not required to hold seller's permits. Examples include sellers of fresh produce or other cold food products sold "to go." Please note, however, some food sales are taxable, including sales of food for consumption in places where admission is charged.

Section 6015 Retailers - Revenue and Taxation Code section 6015 relieves certain individuals of the requirement to obtain a seller's permit when: (1) the product supplier is a Board approved section 6015 retailer, (2) the product supplier reports and pays tax on the actual "retail selling price," (3) the individual is selling only those items purchased from the section 6015 retailer, and (4) the individual provides the name of the product supplier. Typical section 6015 retailers include multi-level marketing retailers that solicit sales through a network of individual salespeople/representatives (e.g., Avon, Tupperware).

Verification of a seller's status is required by law. Please complete all four sections of this form. Please print.

1. EVENT INFORMATION

EVENT NAME AND PLACE

EVENT DATE(S)

TABLE/BOOTH/LOCATION ID#

2. VENDOR/EXHIBITOR INFORMATION

OWNER'S NAME

MAILING ADDRESS *(street number or P.O. box)*

(city, state and zip code)

TELEPHONE NUMBER
( )

DRIVER LICENSE NUMBER OR STATE ID NUMBER AND STATE

TYPE OF BUSINESS, DESCRIPTION OF ITEMS TO BE SOLD/DISPLAYED

3. STATUS — *Check appropriate boxes, and provide requested information*

☐ I hold a valid seller's permit. My number is: **S**

☐ No sales of tangible personal property are being made or solicited at this event.

☐ I am not required to hold a seller's permit because:

- ☐ My retail product sales are not subject to tax
- ☐ My sales are exempt occasional sales
- ☐ I sell on behalf of a section 6015 retailer _____

4. CERTIFICATION — *Partners/additional sellers, complete a separate copy of this form*

The above statements are certified to be correct to the best knowledge and belief of the undersigned.

NAME *(typed or printed)*

TITLE

SIGNATURE

DATE

See reverse for disclosure information.

CLEAR PRINT