

Keeper's Corner LLC

Vendor Policy Information

(Revised 7-10-23)

GENERAL INFORMATION:

1. **IMPORTANT!!!!** *Your properly filled out tags equal your money!!* Make sure all tags are legible and all required information is present on **ONE** side of the tag. Information needed: vendor number, BRIEF description of item, and price. Tags must be at least one inch by one inch and can either be tied or taped on the item. **PLEASE**, sticky tags are **not** allowed. If you use inventory numbers or codes, please put them on the **BACK** of the tag. Tags without proper vendor numbers will be held for identification for one month from the purchase date.

EXAMPLE OF A PROPERLY FILLED OUT TAG:

Vendor Number Item Description Price	Example:	219 14" Brass Bowl \$20.00
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If you choose to use computer generated or printed tags, please get management approval before going to the cost of printing.

2. Rent is due by the 10th of each month. The rent covers from the 1st to the final day of the month. A late fee of **\$25.00** will be assessed for rent received after the 10th of the month. (Beginning August 1, 2023)
3. Paychecks will be available to you on the 5th of the month. If you want your check mailed, you must provide a self-addressed, stamped, business size envelope.
4. Items allowed for sale in Keeper's Corner are handcrafted items, antiques and collectibles, and manufactured items approved by Keeper's Corner owners.
5. Vendors wishing to install upper sides of lattice or wire mesh must get management approval.
6. Vendors can use wallpaper borders if it is attached to a board and then installed in the booth.
7. If in doubt about anything, do not hesitate to ask. We want your experience in Keeper's Corner to be enjoyable and profitable for you.