

- Any item of an “adult” nature shall be placed in a section labeled “Adult Material, No One Under 18 Allowed” and shall not be accessible to minors. Vendor is responsible in guaranteeing legal age of purchaser.

Penalties and Appeals

For known repeated violations of the same PCC Policy and Procedure, Bylaw or decision of the Flea Market Board by any individual the Flea Market Coordinator or their designee shall:

- Issue a verbal warning for the first occurrence
- Issue a written warning for the second occurrence
- Issue a written warning and impose a \$100.00 penalty for the third
- Issue a written notice and permanently expel the party from the Flea Market for the fourth violation

For confirmed violations of the PCC Flea Market Policy and Procedures regarding the prohibition of sales of counterfeit or items not licensed for sale in this jurisdiction the Flea market Coordinator or his designee shall:

- Issue a written warning for the first incident
- Issue a written notice and permanently expel and terminate the offender from the market for the second incident.

Decisions of the Flea Market Coordinator are subject to appeal to the chair of the Board and to the Board’s Appeals Unit

Pasadena City College Police Officers will be notified concerning any and all activities believed to be in violation of the law. Arrest and referral for criminal prosecution will be at the discretion of the Pasadena City College Police Department.

Discrimination based upon Race, Ethnicity, National Origin, Ancestry, Sexual Orientation, Gender Identity, Disability, Age, marital status, political affiliation, parental status, veteran status or Religious Belief or lack there of is prohibited and will not be permitted

For a copy of the entire Pasadena City College Flea Market Board of Directors’ Policy and Procedures or Bylaws please contact the flea market office.

1570 East Colorado Blvd
Pasadena, CA 91106-2003

The Flea Market reserves the right to refuse service.



Incorporated in 1977

Vendor

Policies & Procedures



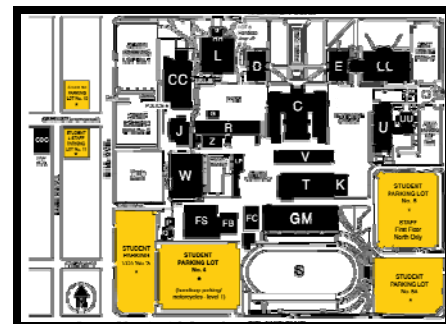
Flea Market

Pasadena City College

First Sunday of every month, rain or shine

<http://www.pasadena.edu/fleamarket/>

Proudly supporting Student Activities and scholarships for over thirty years



This brochure highlights rules and regulations governing aspects of the PCC Flea Market. It provides a “at-a-glance” information for vendors. Complete details are available in the Flea Market office.

Vending Spaces

- Vendors may arrive no earlier than 4:30AM and may not start setting up before 5:00A.M. and must be in their space by 7:30 A.M. Sales end at 3:00PM and Vendors need to be off of college campus by 5:00 P.M.
- Vendors not in their assigned space by 7:30AM on market day forfeit the space.
- Vendors remain on the PCC Campus throughout the duration of the market. Vendors shall be selling for at least 85% of the schedules hours for sales.
- Vendors shall keep all merchandise, display units, coverings, and any and all possessions within the boundaries of their assigned space.
- In case of rain, **no** credits or refunds shall be issued to vendors (standard purchase procedures and deadline will remain in effect.)
- Consumption or possession of Alcoholic Beverages and all controlled substances is forbidden. Smoking is restricted inside any building including the parking structure or within **20 feet** of any building on campus.
- Neither Pasadena City College, the Associated Students of Pasadena City College nor the Pasadena City College Flea Market or any employees or representatives shall be held responsible for any and all damages, thefts, or injury to vendors, vendors’ representatives, or vendors’ personal, borrowed or consigned property, while on the premises at Pasadena City College.
- Resale of spaces is not allowed. The Flea Market will not honor any vendor-to-vendor sale of spaces or loans.

Vendor Eligibility

- Vendors shall have in their possession a valid and current original copy of their California State Board of Equalization Sellers Permit in their possession at all times.

- Vendors shall wear their PCC Flea Market Photo ID Card in an easily visible location. Up to two (2) vendors and one (1) partner photo ID card may be processed and issued per space
- Vendors must be in possession of a current PCC Vending ticket at all times.
- Vendors must present any and all of these documents upon request of any Flea Market Employee or PCC Staff.

Vendor Attendance

- Permanent Vendors shall not be permitted to transfer ticket purchase credit to a future market more than two (2) times per year, with Market Coordinator’s notification within ten (10) business days following the previous market
- Permanent Vendors shall be present and selling at no less than nine (9) markets per year. Other than in pre-approved hardship-related leave of absences, vendors having used their allowable two (2) annual market transfers shall be required to pay the normal vending fees in the usual manner
- Oversell vendors are prohibited from changing or transferring spaces once purchased.
- For more information regarding a vendor leave of absence please write to the Flea Market

Ticket Purchase

Tickets for the following market shall be purchased on the day of the preceding market between 7:00AM and 1:00PM at the Stadium Ticket Booth, or by 4:00PM on the 5th business day following the preceding market, if purchased **after** the 5th business day a **late fee** will be levied.

Selling Restrictions

Items which are prohibited to be sold and/or displayed at the PCC Flea Market shall include, but are not limited to, the following:

- Perishable or consumable products (except as permitted by the Board)
- Firearms, ammunition or weapons of any kind, including replicas, Fireworks, and/or Explosives
- Chemicals
- Any item that is misrepresented in any way
- Stolen merchandise and/or contraband
- Counterfeit and/or items not licensed for sale in this jurisdiction
- Items in violation of college, district, board, city, county, state, or federal ordinances, statutes or laws.
- Paraphernalia commonly used or associated with the use of drugs or any and all drugs
- Motor vehicles or any type of cycle