BUYER REGISTRATION FORM

If you have **not attended** a show within the **past three years**, you must present the following requested materials.

**Pre-registration** closes **two weeks** prior to show dates. After that time you must register at the market.

**IMPORTANT!**
REQUIRED Credentials to Register as a Buyer!

### COMPANY/OWNER CREDENTIALS:

**OWNERS OF COMPANY MUST PROVIDE:**

1. Copy of Resale Tax Certificate *(required)*
2. Recent Wholesale Business Invoice from Gift or Home Décor Industry *(required)*

**AND...**

3. **One Form of Company ID:**
   - *(the following are acceptable, choose one)*
   - Voided business check
   - A Copy of your federal ID number
   - Store front photo

### REGISTERING AN EMPLOYEE OF YOUR COMPANY:

**EMPLOYEE OF COMPANY MUST PROVIDE:**

1. **One Form of Required Employee ID** *(must be supplied by each employee registering as a buyer. (the following are acceptable, choose one)*
   - W-2 form
   - Copy of cancelled company payroll check
   - Copy of company credit card with both the employee’s and company’s name
   - business cards are *not* accepted.

**BUSINESS INFORMATION (PLEASE PRINT)**

Business Name: __________________________________________

______________________________________________________

Owner’s Name: _________________________________________

Address: ______________________________________________

City: __________________________ State:____ Zip: ____________

Business Phone: ________________________________________

Business Fax: ___________________________________________

E-mail: ________________________________________________

Website: _______________________________________________

Is Your Company on Facebook:  No ☐  Yes ☐

______________________________________________________

Sale Tax Number: _______________________________________

**BUYERS ATTENDING**

1. (owner) ______________________________________________
2. ____________________________________________________
3. ____________________________________________________
4. ____________________________________________________

**OPEN TO THE TRADE ONLY:**

Buyers must be affiliated with a retail business that resells products from the gift and home décor industry. Copy of resale tax certificate, recent wholesale business invoice from the gift or home décor industry, along with one form of business ID and acceptable employee ID required for admission. Photo ID for **all** registered buyers must be presented at the registration desk. All badges for the market will be issued at the discretion of show management. Cameras, photography, strollers and children under 15 are not permitted on the showroom floor.

**H ow D ID Y OU F I ND O U T A B O U T TH E M A RKETS?**

- 1. Smart Retailer
- 2. Facebook
- 3. Market Square Preview
- 4. Brochure/Post Card
- 5. Website
- 6. Exhibitor
- 7. E-mail
- 8. Other________

**TYPE OF BUSINESS**

- 1. Antique Shop
- 2. Country Shop
- 3. Department Store
- 4. Furniture Store
- 5. Gallery
- 6. Gift Shop
- 7. Interior Design
- 8. Catalog
- 9. Stationery
- 10. Garden/Nursery
- 11. Museum
- 12. Vintage
- 13. Other________

**MAIL, FAX OR EMAIL COMPLETED REGISTRATION FORM AND COMPANY IDENTIFICATION TO:**

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