



## 2025 Vendor Application

*Hosted by Pella Historical  
Museums & Tulip Time*

April 26, 2025

The 1st annual King's Day Market will be held at Scholte Gardens in Pella, Iowa.

Pella Historical Museums is a 501©3 non-profit whose mission is to preserve and promote Pella's history and Dutch heritage. In the Netherlands, King's Day celebrates the birthday of Dutch King Willem-Alexander, and Pella Historical Museums brings this party to town each year with King's Day. The event features games, food, city tours, and now, a market!

Please read the information below carefully, fill out all requested information, and submit it before the due date of **April 10, 2025**. Space is limited.

**King's Day Market | Saturday, April 26, 2025 | 10am-7pm | Scholte Gardens in Pella, IA**

**How will vendors be selected?** Vendors will be accepted into the market in the order that applications are approved and payments are received. Booth spaces will be assigned in the same order.

**What types of vendors will be accepted?** While we will evaluate each application individually, we are especially seeking unique vendors offering a curated selection of vintage treasures, repurposed goods, handmade crafts, and one-of-a-kind finds that embody the spirit of a vibrant flea market. Garage sale-style vendors are encouraged as well. Fireworks, live animals, noisemakers, weapons, items with profanity or drug paraphernalia, alcohol, tobacco, and projectile shooters may NOT be sold or used. We are also not accepting vendors who prepare food on-site.

**How do I apply?** Submit your application by emailing it to [info@pellahistorical.com](mailto:info@pellahistorical.com) or mailing it to Pella Historical Museums; PO Box 145; Pella, IA 50219. We will contact you via email or phone regarding acceptance within 5 business days. Payment in FULL must then be sent by check, Venmo, or PayPal, payable to Pella Historical Museums. Once we have received your payment, we will confirm your spot in the King's Day Market via email, including additional information with further details.

**What if I need to cancel?** If you are unable to attend, you may NOT sell your spot to another vendor. Your payment is refundable if canceling before April 1; after this date, we will not offer refunds.

**What is the fee to be in the King's Day Market?** The fee to participate for 2025 is \$85 for one 10x10 foot space or \$155 for two adjacent spaces.

### **Load-In & Load-Out**

- Set-up is Saturday, April 26, between the hours of 6:20am and 9:20am. You will be assigned a 20-minute time slot upon acceptance into the Market, during which you must accomplish all of your unloading. You will be unable to unload outside of your assigned time slot.
- Tear-down is Saturday, April 26, between the hours of 7:00pm and 10:00pm. Vendors must remove everything from the park area by 10:00pm.

### **Vendor Requirements & Restrictions**

- Pella Historical does not provide any items for vendors besides 10x10 foot space. Vendors must provide their own canopy or tent, ground covering, display tables, chairs, etc. These items are not required; however, see note below regarding weather.
- Electricity is not available, and generators are NOT permitted.
- Be prepared for inclement weather. There are no provisions if it should rain.
- NO trailers, stages, or other vehicles are allowed on park grounds for product display
- Free street parking is available on Washington Street across from the Scholte House from 5am until midnight. Free parking with a 48-hour limit is available in the City Lot at the corner of Washington Street and East 1<sup>st</sup> Street, or in the City Lot at 609 Liberty Street, or along residential streets north of Scholte Gardens.
- All merchandise and materials must fit within your 10x10 foot space.
- Vendors must remain open from 10:00am to 7:00pm, no exceptions.
- You are responsible for any theft or damage.
- Inappropriate language, behavior, or display of undesirable items is not allowed.
- Vendors must discard trash in the dumpster located on-site.

### **Cancellation of the Event**

Pella Historical Museums has the sole right and discretion to cancel or postpone the event. If the event's cancellation is inevitable, the vendor releases and forever discharges Pella Historical Museums and those involved, officials, volunteers, organizations, city, from any liability, loss, harm, and claims for damages, plus all claims whatsoever, which arise from such postponement or cancellation.



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Name of Vendor (if applicable): \_\_\_\_\_

Contact Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Number of Spaces Requested: \_\_\_\_\_

I am willing and able to furnish proof of insurance if asked. The vendor agrees to purchase and provide a Certificate of General Commercial Liability Insurance with \$1,000,000 limits and name Pella Historical Museums as Additional Insured and Certificate holder. \_\_\_\_ (initial)

Merchandise to be sold (You may attach photos, if desired):

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Business website and/or social media (if applicable):

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**By applying and submitting your application (payment will be requested when/if the application is accepted) you agree to all terms and conditions. Please read them all very carefully.**

- I have read the whole application and understand there will be additional King's Day Market rules and regulations given to me if I am accepted as a vendor. \_\_\_\_\_ (initial)
- I grant Pella Historical Museums to use any photos, videotape, etc., taken of me or my products in all publicity and advertising promoting the market. \_\_\_\_\_ (initial)

Pella Historical Museums shall not be held liable for any damages, loss, theft, or injury resulting from the participation of the applicant and their agent. The applicant is solely responsible for their property and person and their agent before, during, and after the event.

We expect all vendors to adhere to all guidelines, be professional, and treat all vendors and visitors in a kind and courteous manner. We reserve the right to remove any vendor or person(s) from the premises for any reason, at any time.

By signing this application, I acknowledge that the agreement has been read and understood, and I will abide by the terms presented in the final vendor rules and regulations distributed upon acceptance into the King's Day Market.

Signature of Vendor: \_\_\_\_\_ Date: \_\_\_\_\_

Applications can be mailed, along with supporting documents to:

**Pella Historical Museums  
PO Box 145  
Pella, IA 50219**

Or emailed to:

**Jessi Galligan, Executive Director at Pella Historical Museums: [jgalligan@pellahistorical.com](mailto:jgalligan@pellahistorical.com)**

**For any questions, please email [info@pellahistorical.com](mailto:info@pellahistorical.com) or call Jessi at 641-628-2409.**

**For Office Use Only:**

Date Application Received: \_\_\_\_\_

Date Accepted: \_\_\_\_\_

Date Payment Received: \_\_\_\_\_

Booth Number Assigned: \_\_\_\_\_