

## **Vendor Registration Information**

The Vendor Information Form A is what you will use to request and pay for tables at the show. All vendors must complete that form as well as the online vendor registration form (Google document) that is linked on the Vendor Information Form A.

Each vendor accepting payment for items sold must be registered with the North Carolina Department of Revenue or must have completed a tax exemption statement. To simplify the explanation of the requirements, see as follows:

- If you are a business selling in North Carolina, you must have a NC Department of Revenue Tax ID# and you must provide that with your registration using Form A in the registration packet. If you are a business intending to sell in NC and do not have an NC DOR Tax ID#, there are instructions on Form A about obtaining an ID#. Your NC DOR Tax ID number must be displayed on your table and it must be provided on the form returned with your registration and payment. Fill out the Fire Truck Vendor Information Form A, complete the Google form linked from that form, and send those forms in with payment. The Google link to use is also provided here: <https://forms.gle/VmpLxSjAryq1xkWe9>
- If you are NOT a business and are an individual selling your own personal household property, you are not required to register with the NC DOR, but you must complete the Form C exemption statement in the registration packet, return it with your payment, and keep a copy of this exemption statement on your table. Fill out the Fire Truck Vendor Information Form A, complete the Google form linked from that form, complete Form C, and send those forms in with payment. The Google link to use is also provided here: <https://forms.gle/VmpLxSjAryq1xkWe9>

## **Confirmation of registration**

Please be sure to provide an email address and other valid contact information when you send in your registration. We will send you confirmation via email that we have received your registration and/or payment when you send it in.

## **Contact Information**

June Hall

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980-305-6274