

# USED CURRICULUM SALE SELLER INFO PACKET



**homeschool iowa**

*Used Curriculum Sale*

**THURSDAY, JUNE 17**

**GRAND VIEW UNIVERSITY  
1200 GRANDVIEW AVE | DES MOINES**

## **EVENT SALE HOURS**

**Set-up: Noon – 3:00 PM**

**Sale: 3:00 – 6:00 PM**

**Tear-down: 6:00 – 7:00 PM**

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**Coordinator: Molly Benson**  
**[usedbooksale@homeschooliowa.org](mailto:usedbooksale@homeschooliowa.org)**



# DATES, TIMES, LOCATION

<b>EVENT DATE</b>	<b>Thursday, June 17, 2021</b>
<b>EVENT LOCATION</b>	<b>Grand View University Student Center 1200 Grandview Ave, Des Moines</b>
<b>EVENT SALE HOURS</b>	<b>Thursday, June 17: 3:00 – 6:00 PM</b>
<b>SELLER SET-UP TIMES</b>	<b>Thursday, June 17: Noon – 3:00 PM</b>
<b>LOAD-IN STAGING AREA</b>	<b>Grand View south parking lot</b>
<b>TEAR-DOWN TIMES</b>	<b>Thursday, June 17: 6:00 – 7:00 PM</b>



# TABLE RATES

## USED CURRICULUM SALE

### MEMBER TABLE RATES

**USED CURRICULUM SALE TABLE \$10**

### NON-MEMBER TABLE RATES

**USED CURRICULUM SALE TABLE \$20**

## TABLE DETAILS

**PURCHASED/PROVIDED TABLES ARE STANDARD 6' TABLES.**

**YOU MAY PLACE ITEMS FOR SALE ON OR UNDER TABLES.**

**FOR EVERY TABLE YOU PURCHASE, WE ALLOW YOU TO BRING ONE ADDITIONAL TABLE OF YOUR OWN.**



## USED CURRICULUM SELLER PRIVILEGES & RESPONSIBILITIES CONTRACT

1. Used Curriculum Sale (UCS) Sellers will conduct themselves in a professional manner at all times and refrain from conduct or language that would discredit the Homeschool Iowa Conference, Homeschool Iowa, or home education.
2. USC Sellers must be staffed at ALL times during the hours that the event is open. Children must be under the supervision of an adult at all times.
3. All exhibitors and their assistants must be dressed appropriately. Business casual is appropriate.
4. Table placement assignments are final. UCS Sellers may not move tables to different locations. UCS Sellers may install or remove their displays only during designated hours when the event is closed to the public.
5. Table displays must not interfere with the visibility of adjoining seller tables.
6. Displays may not extend beyond the confines of the designated table space. UCS Sellers may place brochures, advertising, and other promotional literature at their table displays only. Custom displays, including display racks and counters may be used as long as they do not interfere with the visibility or operation of adjoining seller tables and displays.
7. Homeschool Iowa reserves the right to require the removal of any material, including an entire display, which in Homeschool Iowa's judgment is offensive or inappropriate for display at the conference. Homeschool Iowa assumes no financial liability if such action becomes necessary. If you have questions concerning the acceptability of your material, it may be submitted for advance approval.
8. A primary purpose of this Used Curriculum Sale is to present a variety of previously owned curricula, products, and services for home educators' use.
9. No seller who has behaved rudely or defrauded home educators in the past will be permitted to exhibit. Any customer complaints submitted to Homeschool Iowa will be handled as follows:
  - a. Homeschool Iowa will direct the customer to the UCS Seller to seek a remedy and will notify the UCS Seller of this contact.
  - b. If the customer is not satisfied within 10 days, Homeschool Iowa will consider the customer's complaint and will notify the UCS Seller, who will have 10 days to present their position in writing to Homeschool Iowa.
  - c. If after considering both positions, it is the opinion of Homeschool Iowa that the UCS Seller has defrauded the customer, Homeschool Iowa may:
    - i. Report this matter to the church in authority over the UCS Seller.
    - ii. Deny status as an exhibitor at future Homeschool Iowa events.

10. Noise emitting devices such as record, tape, or video players; televisions; or computers may only be operated if they do not create a nuisance. Homeschool Iowa may prohibit the use of such devices if their operation results in complaints from attendees or surrounding exhibitors. No public address systems may be operated from an exhibit space.
11. Cancellation policy is outlined on the online registration. All fees except those paid for advertising that has already been distributed will be refunded if the Conference is canceled. A \$5 processing fee will be retained on all refunds.
12. UCS Sellers must remove all their boxes and paper from the event areas at the close of the event. Dumpsters will be provided for this purpose outside of the facility.
13. No signs may be posted on painted surfaces. No glue, tack, nails, or other product may be used anywhere in the facility without asking permission from Homeschool Iowa.



## HOLD HARMLESS CLAUSE

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Used Curriculum Sale [UCS] Sellers assume entire responsibility and hereby agrees to protect, indemnify, defend and hold Homeschool Iowa, the Homeschool Iowa Conference team, Grand View University, their employees, and agents, harmless against all claims, losses, and damages to persons or property, governmental charges, or fines and attorneys fees arising out of or caused by UCS Seller installation, removal, maintenance, occupancy or use of the Event premises or a part thereof, excluding any such liability caused by the sole negligence of Homeschool Iowa or Grand View University.

In addition, the UCS Seller acknowledges that neither Homeschool Iowa nor Grand View University maintains insurance covering UCS Exhibitor property and that it is the sole responsibility of the UCS Seller to obtain business interruption and/or property damage insurance covering such losses.

**Your application to be a Seller at the Used Curriculum Sale will not be processed unless you indicate your acceptance of these terms on your registration.**