



Lincoln Center - 2450 Lincoln Street Highland, IN 46322
219-838-0114 (Phone)
219-972-7584 (Fax)
highlandparks.org

2/8/10

Dear Business Owner:

Please join us for Highland Parks and Recreation's Annual Spring Flea Market on Saturday, March 20, 2010 from 9 am – 4 pm. This event is conveniently located at the Lincoln Center located at 2450 Lincoln Street in Highland, IN 46322.

Roger Parker from P & P Collectibles will be promoting the card show in conjunction with the Lincoln Center Indoor Flea Market. Flea market vendors will be selling household items, toys, books, and more! Concession will be available from the Highland Kiwanis and Key Club.

Updates:

I recently had to update the Vendor contract for 2010. We have an early bird special if you register for all three shows by March 20, 2010. Otherwise, the standard rates will apply with the exception of sales tax. The State of Indiana is now charging 7% sales tax on booth space.

Sales Tax:

In addition, we are required to ask for an Indiana Department of Revenue Sales Tax Number. All vendors are responsible for collecting and remitting all sales tax. Please include the Indiana Department of Revenue Sales Tax Number on the Craft/Vendor Show Application. Your certificate must be posted within your booth for the full duration of the show.

Even if you are selling food or working for a company that remits their own sales tax, you must still register for a RRMC. This Certificate gives you permission to sell regardless if you are charging sales tax. If you are exempt from collecting tax, then you file zero for your return, but you still need the RRMC.

As of February 1, 2010 the fee is \$25 for a Retail Merchants Certificate. The RRMC is valid for two years, and updates automatically with no additional charge for renewal. If a business does not pay its tax liability, the RRMC will expire. If you have more questions about sales tax, please call our sales tax information line at (317) 233-4015.

Please call the Highland Park Office at 219-838-0114 for more information.
Thank you,

Angie Gora
Recreation Director
Highland Parks and Recreation