



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
JOINT BASE GARRISON HEADQUARTERS, JOINT BASE LEWIS-MCCHORD
1010 LIGGETT AVE, BOX 339500, MAIL STOP 1AA
JOINT BASE LEWIS-MCCHORD WASHINGTON 98433-9500

AMIM-LMW

MEMORANDUM FOR DISTRIBUTION

SUBJECT: 2023 Joint Base Lewis-McChord Spring Flea Market Booth Registration

1. We would like to invite you to participate in the Joint Base Lewis-McChord Annual Spring Flea Market held at MWR Fest Tent on Lewis Main, 20 May 2023 from 9:00 a.m. to 1:00 p.m. This event is intended for Active Duty Families and Retiree stationed at Joint Base Lewis-McChord to be able to get rid of unwanted "garage sale" items and handmade craft items. Limited spaces are available.
 - A. You must be a Military ID card holder/DOD in order to participate.
 - B. Gently used items and handmade craft sales are allowed.
 - C. Booth fees can be paid by personal check, credit card or cash. Credit card payment can be made over the phone by calling (253) 966-4300. Absolutely no refunds within 2 weeks prior to the event, a \$10.00 administrative fee will be charged when canceled within 2 weeks.
 - D. No electrical outlets will be available. One outlet will be shared by customers to test electrical equipment.
 - E. You must supply your own change fund.
 - F. No rearranging of your tables.
 - G. Bring your own dolly to unload your items.
 - H. Sellers must be set up and ready to sell by 8:30 a.m. on event day.
2. Forms are due no later than Wednesday, 10 May 2023

If you choose to participate, your booth fee must accompany your registration form below. Fee can be paid by check, credit card, or cash. If you wish to pay by check, please make check or money orders out to IMWRF and mail to: DFMWR Special Events Office, Box 339500, MS 20, Joint Base Lewis-McChord, WA 98433.

If you have further questions, please call Ms. Crutchfield at (253) 967-2085 or email usarmy.jblm.imcom.list.dfmwr-special-events@army.mil.

BOOTH # _____

**SPRING FLEA MARKET SITE REQUIREMENTS
20 May 2023 – MWR FEST TENT**

Name: _____

Address: _____

City, Zip _____

Day Time Phone # _____ Alternate Phone # _____

Email Address: _____

\$26.00 for a choice of 2 tables or 2 open spaces or 1 table and 1 open space.
Choose up to 2 below. (6'x2' ea)

How many: _____ tables or _____ spaces

\$30.00 for a choice of 3 tables or 3 spaces. Choose up to 3 below.

How many: _____ tables or _____ spaces

Any additional tables/spaces are \$5.00 (after 3).

What is your handcrafted item: _____

CHECK ONE (Below is priority order):

- _____ ETS'ing or PCS'ing
- _____ Active Military ID card holder or Retiree's
- _____ FRG, Booster Club, Military Unit or Squadron
- _____ DOD Civilian

Form can be emailed usarmy.jblm.imcom.list.dfmwr-specail-events@army.mil or mailed to:
DFMWR Special Events Office
Box339500, MS20
Joint Base Lewis-McChord, WA 98433

Booth fees can be paid by personal check, credit card or cash. Credit card payment can be made over the phone by calling (253)966-4300.

If paying by check, make check payable to IMWRF