

## 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

Make check payable to IMWRF mail to:

**DFMWR Special Events Office**

**Box 339500, MS 20**

**Joint Base Lewis-McChord, WA 98433**

Or drop off at:

Corner of N 3rd Street and Pendleton, Bldg 2013, room 338 or 340 and 319.

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



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

AMIM-LMW

13 April 2023

MEMORANDUM FOR DISTROBUTION

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 must be paid by personal check, money order or cashier's check only.
    - i. Absolutely no refunds within 1 week prior to the event, a \$10.00 administrative fee will be charged when canceled within 1 week.
  - 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. MWR will be on site 20 May at 7:00 am, a layout map will be sent via email.
3. If you chose to particate, your booth fee must accompany your registration from below.
4. Forms are due no later than Wednesday, 10 May 2023.
5. The POC for this memorandum is DFMWR Special Events and can be reached at 253-967-2085 or [usarmy.jblm.imcom.list.dfmwr-special-events@army.mil](mailto:usarmy.jblm.imcom.list.dfmwr-special-events@army.mil).

Colin Brooks  
Director, Speical Events  
DFMWR, Joint Base Lewis-McChord