

PGC Outdoor Exchange Vendor Guidelines

Application Process:

To apply for a vendor space, please complete the registration form online. Only applications submitted electronically will be accepted. Vendors will be required to sign a waiver the day of the event.

Space Setup:

Set-up will be from 7:00 am to 8:30 am on Saturday, September 28, 2024. Vendors will be permitted to have their vehicle inside the vendor area during this time but will need to park outside of the area in the designated parking areas from 9:00 am-2:00 pm. Vehicles will be permitted back in the vendor area for cleanup after 2:00 pm. If you need to leave prior to 2:00 pm, you will have to pack out by foot.

Each vendor space will be 20' x 20'.

Vendors must stay within their designated area for the duration of the event, and not encroach on neighboring booths. Vendors will need to provide their own tables and canopies.

The Pennsylvania Game Commission is not responsible for lost or stolen items.

Example Items to Sell:

The PGC Outdoor Exchange is flea market for outdoor recreation related items. Examples of these items would include but are not limited to; hunting equipment, hunting clothes, fishing gear, hiking gear, rock climbing gear, trail cameras, and any other outdoor recreation related items.

Illegal Goods & Prohibited Items:

No illegal items of any kind are to be sold on Pennsylvania Game Commission grounds.

Prohibited items: firearms (including muzzleloaders and flintlocks), ammunition, any items not related to outdoor recreation, and any items that are damaged or pose a safety risk to the user or another person.

No drugs or alcohol are permitted on Pennsylvania Game Commission property.

Vendor Conduct:

Vendors are expected to conduct themselves in a professional manner and treat other vendors, customers, and organizers with respect.

Pets:

For the safety of vendors and participants, apart from service animals, no pets will be allowed on site.

Trash & Cleanup:

A dumpster will be available onsite for trash disposal. Vendors are responsible for cleaning up their area following the event.

Restroom Facilities:

Restrooms are available in the PGC lobby for the duration of the event.

Food:

There will be food trucks on site for the duration of the event.



PENNSYLVANIA GAME COMMISSION

VENDOR INFORMATION

BEFORE REGISTERING, PLEASE READ THE VENDOR GUIDELINES THOROUGHLY.

Name: _____

Phone: _____

Email: _____

Zip Code: _____

DO YOU AGREE TO ABIDE BY ALL VENDOR GUIDELINES?

Yes No

WHAT TYPES OF OUTDOOR RECREATION ITEMS WILL YOU BE SELLING: (CHECK BOXES)

ITEMS	YES/NO	NOTES
Hunting equipment		
Hunting clothing		
Fishing gear		
Hiking gear		
Rock climbing gear		
Camping gear		
Boating gear		
Other:		

THANK YOU FOR REGISTERING AS A VENDOR. WATCH YOUR EMAIL FOR MORE INFORMATION IN THE FOLLOWING WEEKS.

IF FOR ANY REASON YOU NEED TO CANCEL, PLEASE NOTIFY MENTOREDHUNTING@PA.GOV.