

**Main Street Farmers' Market
Sulphur Springs, Texas
March 21 - October 17, 2009**



Dear Main Street Farmers' Market Applicant:

The Main Street Farmers' Market invites you to apply for participation in the Main Street Farmers' Market held March 21st through October 17, 2009.

Please follow all application instructions carefully and fill out the forms neatly. Due to the volume of applicants and limited space, vendors are accommodated on a first-come, first-served basis. Submission of an application does not guarantee acceptance. The Main Street Farmers' Market staff reserves the right to select or refuse vendors.

For the application consideration, the following items must be completed and enclosed:

- 1) Application
- 2) Vendor's Understanding and Acceptance of Rules and Regulations, signed
- 3) List of Vendor's item to be sold
- 4) Photograph(s) of your merchandise and/or display - digital photos and color photocopies are accepted

Incomplete forms are not accepted.

Applications and photographs become the property of the Main Street Farmers' Market. Main Street Farmers' Market is an outdoor open-air market. **There are no refunds for inclement weather.** Main Street Farmers' Market does not provide shelter from any weather conditions, e.g., sun, rain, wind, etc.

As a Main Street Farmers' Market vendor, you must register by 7:00 a.m. each day you plan to participate.

No vendor is allowed to set up until they have registered with the Main Street Farmers' Market staff. Your table must be ready for business by 7:45 a.m. and staffed until Main Street Farmers' Market breakdown at 1:00 p.m. Absolutely no dogs, cats, or pets of any kind will be allowed with vendors on the Main Street Farmers' Market grounds at any time.

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Official Artist Application

Please PRINT or TYPE neatly.

Business Name: _____

Contact Name: _____

Mailing Address: _____

City, State, Zip: _____

Daytime Phone: _____ Alternate Phone: _____

Email: _____

Website (if applicable): _____

TX Sales Tax # _____

Have you been a vendor at Main Street Farmers' Market before? (circle one) Yes or No

Cash, cashier's checks, or money orders will be accepted on the day of the market.
No personal checks or credit cards will be accepted.

Miscellaneous Information:

Main Street Farmers' Market will take place RAIN or SHINE. The Main Street Farmers' Market will not assume responsibility for damage or theft of your property. Vendor is responsible for submitting all applicable taxes directly to the proper agency. Electricity and water are available. No generators will be allowed. All sale and display items must be contained within assigned area.

Please note: Submission of an application does not guarantee acceptance. The Main Street Farmers' Market reserves the right to approve products. We will not offer any exclusives in products.

**Main Street Farmers' Market Hours: 8:00 a.m. to 2:00 p.m.
Every Saturday, March 21-October 17, 2009**

*Registration begins at 6:30 a.m.
(required before you set up)

*Set up is from 6:35 a.m. – 7:45 a.m.

*Vendors must be in place by 7:45 a.m.
*Breakdown begins at 1:00 p.m. and must
be completed by 2:00 p.m.

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REQUIRED: List items that you are displaying or selling during Main Street Farmers' Market in the space below. Please be specific and include a price range.

1.	16.
2.	17.
3.	18.
4.	19.
5.	20.
6.	21.
7.	22.
8.	23.
9.	24.
10.	25.
11.	26.
12.	27.
13.	28.
14.	29.
15.	30.

email application and digital images to: jill@sulphurspringsfarmersmarket.com

Mail or Deliver application to

Main Street Farmers' Market
% Artists/ Craftsmen Application
125 S. Davis Street
Sulphur Springs, TX 75482

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Main Street Farmers' Market Vendor Policies and Regulations

Please review the following:

Main Street Farmers' Market hours are Saturdays, 8:00 a.m. – 2:00 p.m.

Payment Information:

- Daily Fee - \$10.00. All fees are due and payable upon arrival if not pre-paid. Payment should be made to the **City of Sulphur Springs**.

Vendor Check-In:

- At the beginning of market day, vendors must check in with the Market Manager before setting up. Check-in begins at 6:30 a.m. at the Information Booth on the West end of Main Street.
- Payment is required at time of check-in. Vendors cannot begin setting up until they have checked in with the Main Street Farmers' Market Manager and paid for their space.
- Most spaces are available on a first-come, first-served basis only. The Market Manager shall designate all vending and parking areas based on availability, until all spaces are sold.
- The Main Street Farmers' Market will not provide tables and chairs. Vendors are responsible for providing their own tables and chairs, which must fit entirely within their space and not encroach upon others.
- Vendors shall set up with E.Z.-UP or similar style canopies in order to present a consistent market display. All canopies are required to be weighted down to prevent movement due to wind. Any canopy shall be taken down by the vendor if the Market Manager deems the canopy unsafe.
- Immediately after unloading, vehicles must be moved from the loading area.
- All vendors shall be set up no later than 7:45 a.m. and ready to do business when the market opens at 8 a.m. No vendor shall set up before 6:30 a.m. Each Vendor shall stop selling by 1 p.m. and have all produce, baked goods, boxes, containers, etc. loaded and removed by 2:00 p.m. All vendors shall remain open for business the entire market day. The Market Manager shall have the authority to change the market hours on special occasions

Know these Guidelines

- It is the responsibility of each vendor to abide by all state and federal regulations which govern the production, harvest, preparation, preservation, labeling and/or safety of products offered for sale at the market. Vendors are liable for their own products. The City of Sulphur Springs shall not be held liable for the products offered by vendors. Product and liability insurance are the responsibility of the producer.
- Vendors must present their products in a professional and clean manner. Selling spaces must be kept clean and neat. Failure to comply with this requirement may, at the discretion of the Market Manager, result in the termination of selling privileges.

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- All products must be of high quality. Repeated complaints about quality of a vendor's product may result in termination of selling privileges.
- All arts or crafts must be handmade or original items by the artist.
- Sale, use or possession of alcoholic beverages or drugs is prohibited.
- The sale of live animals is not permitted.
- Vendors may not sub-lease any part of their selling space
- The Market Manager or his/her designated agent shall have supervision and control of the activities of the market and the designated market area, and as such has full responsibility for enforcing all rules and regulations as set forth herein.
- Vendors must be fourteen years of age or older. Younger children are welcome and are encouraged to participate, but must be accompanied by an adult responsible for the child's conduct and safety.
- Fraudulent, dishonest, or deceptive merchandising, disruptive behavior, or collusion to set prices among vendors shall, at the discretion of the Market Manager, result in the termination of selling privileges.
- Vendors shall be solely responsible at all times for the cleanliness within their vending area regardless of the origin of the debris in that location. Each vendor is required to leave the space clean at the end of the day. Failure to do so could result in a charge of \$50.00 for clean up expenses. Vendors are not allowed to dump wastewater in storm drains or the street gutters.
- All Vendors are responsible for payment of any local, state or federal taxes, including sales tax.
- Vendor parking shall be in designated areas only. Vehicles are not permitted in the market area once the market opens unless by prior approval by Market Manager.

Please visit www.SulphurSpringsFarmersMarket.com for Main Street Farmers' Market updates during the season.

Any vendor in violation of these policies will be permanently removed from the Main Street Farmers' Market and no refund will be given.

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Vendor's Understanding and Acceptance of Rules and Regulations:

I have read and understand the above stated Rules and Regulations for the Main Street Farmers' Market and agree to abide by them. I will have met all local, state and federal health, inspection and licensing requirements prior to selling products at the market.

I do not hold the City of Sulphur Springs or the Market Manager liable for any property damage or personal injury that either my representatives or I may incur while selling at the market. I accept full financial liability for my actions and all products that either I or my representatives sell at the Main Street Farmers' Market.

I further agree to indemnify, defend and hold harmless the City of Sulphur Springs, its officers and agents from and against any and all claims and actions for injury, damage or loss to persons or property or other liabilities or expenses whatsoever, including court cost and attorney's fees, related or arising out of my or my agents' actions, omissions and operations in connection with the Main Street Farmers' Market.

Vendors Signature: _____ Date: _____

Printed Name: _____

Address: _____

Telephone: _____

Email: _____

PLEASE SIGN AND RETURN THIS DOCUMENT WITH ALL REQUIRED DOCUMENTS TO

Email application and digital images to: artisans@sulphurspringsfarmersmarket.com

Mail or Deliver application to

Main Street Farmers' Market
% Artists/ Craftsmen Application
125 S. Davis Street
Sulphur Springs, TX 75482
903-439-1189

OFFICE USE ONLY

Accepted By: _____ Date: _____