

Spring Fling Market at the Vance County Regional Farmers Market

Thank you for considering applying for the Spring Fling Market. This event is being conducted by the Vance County Regional Farmers Market. The Spring Fling Market will be a family friendly Arts, Crafts & Plant sale being held in conjunction with the Vance County Regional Farmers Market and in their normal market hours. The event is open to the public with no admission fee. Please direct all inquiries to the Market Manager (Tracy Madigan, tmadigan@vancecounty.org or 252-438-8188). The Market Manager retains sole authority for all aspects of the event.

LOCATION: 210 Southpark Dr. Henderson, NC

DATE: April 27, 2019, 8:00am – 2:00pm

APPLICATION DEADLINE: Must be received at 305 Young St., Henderson, NC by 5 pm on April 15, 2019

VENDOR FEE: \$20 (Note: Regular Farmers Market vendors who have submitted their annual Farmers Market application and vendor fee will pay only a daily space fee of \$5)

BOOTH SIZE: 9' deep by 12' across

BOOTH SETUP: April 26 from 3 to 5 pm, or April 27 from 6:30 to 7:45 am

GENERAL GUIDELINES:

- Vendors will be accepted on a first-come, first-served basis (based on the date the COMPLETE application and payment are received).
- It is the responsibility of each vendor to comply with all laws and regulations applicable to their activities and products, including the collection of sales tax.
- The Spring Fling Market is a showcase for local & regional handcrafted and originally created art and craft items. No imported, resale or machine manufactured items will be allowed to be sold.
- We will promote the event, and we strongly encourage vendors to do so as well.
- Booth assignments will be e-mailed to vendors on or by APRIL 19, 2019. Booth assignments are made at the sole discretion of the Market Manager. You may communicate any special requests to the Market Manager (e.g. access to electricity), but there is no guarantee that they will be honored. Among other considerations, the Market Manager will attempt to spread out and separate vendors with similar products, giving the public the best chance to see your booth.
- All displays and merchandise must be kept within your space.
- Some display setups may be disallowed if they interfere with customer traffic flow, obscure another vendor's visibility or present a safety problem.
- Please remove all debris from your booth at the end of the event.

- Any spills or other hazardous conditions during the event should be reported immediately to the Market Manager.
- Breakdown will begin at 2pm. Please do not breakdown early as it can interfere with other vendors who may be with a customer(s). Any vendor found breaking down early may lose the privilege to participate in future events.
- Vendors may not make any alterations to the building such as drilling, nailing, painting, etc., nor may tape be used to affix any signage or other items to any part of the building.
- Vendors must clearly display farm or business name and contact information.
- The Market Manager will accept no personal gifts or gratuities, nor attempt to influence product pricing.
- The Market Manager may ask vendors or customers to leave the market building or grounds, if she determines they are disruptive to the atmosphere or mission of the market.
- The Market Manager has the authority to require a vendor to cease any activity that is deemed unsafe or in contradiction to the established rules and policies and may terminate the vendor's license with no right to a refund or portion thereof.
- Neither Vance County nor its employees accept responsibility for any vendor loss (money, product, equipment, etc.) due to theft, vandalism, fire or any other cause and it is highly recommended that each vendor address these issues, as they deem appropriate and necessary.
- Vendors assume all liability arising from the sale or use of their products, display tables, equipment and other items that are sold or used on the property of the Vance County Regional Farmers Market (VCRFM) and hereby agree to indemnify and hold Vance County, its officials, officers, agents and employees harmless from any and all liability, claims, loss, cost, damage or expenses (including the cost and expense of defending any claim) arising or alleged to arise out of the vendor's actions, sale or use of its products or property at the VCRFM.
- Consumption of alcoholic beverages is not permitted on market premises.
- The Market Manager will make all efforts to provide each vendor with one table and two chairs. No guarantee is made as to the condition of these items. Additional tables, chairs, displays and table coverings are the Vendor's responsibility. Extra merchandise and boxes must be out of view to keep the area attractive for our patrons.
- Parking: Parking is limited. In order to maximize customer parking, all vendors are requested to park off site once they have unloaded their merchandise (instructions will be provided). Failure to do so may result in the loss of privileges to participate in future events.
- Publicity: We will advertise this event through various means. We also encourage you to conduct your own publicity through your regular customers, workplace, community groups, social media, friends & family.
- Cancellation Policy: This is a rain or shine event held indoors at the VCRM. There will be no refunds for any reason.

APPLICATION FORM

2019 Spring Fling Market at the Vance County Regional Farmers Market

Please complete the following application and submit with your \$20.00 fee (checks payable to Vance County) to: NC Cooperative Extension, 305 Young St., Henderson, NC 27536 Attn: VCRFM Spring Fling Market. Incomplete application may delay processing. Incorrect information is grounds for removal from the event with no right to refund of any fees paid.

Name: _____

Name of Business (if applicable): _____

Website (etsy store, etc.): _____

Mailing Address: _____

City, State, Zip: _____

Phone: _____

E-mail Address: _____

Please provide a detailed description of the items you will bring to the event. A vendor may be asked to remove any item not listed on this form. Use the back of the application or attach a separate sheet if more space is needed:

By signing below, I acknowledge that I have been provided a copy of the Guidelines for the 2019 Spring Fling Market at the Vance County Regional Farmers Market, have read and understood them, and agree to abide by them in full. I understand that failure to abide by the Guidelines constitutes grounds for terminating my vendor's license with no right to a refund of any fees paid or expenses incurred. I certify that all information provided on the application is complete, true and correct. I acknowledge that I assume all liability arising from the sale or use of my products, display tables, equipment and other items that I sell or use on the property of the Vance County Regional Farmers Market and hereby agree to indemnify and hold Vance County, its officials, officers, agents and employees harmless from any and all liability, claims, losses, costs, damages or expenses (including the cost and expense of defending, mitigating any claim and attorneys fees related thereto) connected to, arising or alleged to arise out of the vendor's actions or failure to act, in the offering, sale or use of its products or property at the Farmers Market. I also understand that it is recommended that I obtain product and liability coverage for activities at the Farmers Market.

Signed: _____ Date: _____

Date received by Marker Manager/Cooperative Extension: _____ Received By: _____

Amount Paid: \$ _____ Cash ___ Check ___ Check # _____ Receipt # _____