

# **SOFHA Vendor Application**

Spring Makers Market - Saturday May 27th 9am-4pm

Hometown Heritage Festival - Saturday July 15th 9am-4pm

*Our goal is to attract a diverse audience to the area by hosting a curated farmer and artist market, filled with 80+ of the region's producers and makers. With local live entertainment, food and beverage trucks, it's a gathering place for people to come together to experience what the Western North Carolina community has to offer.*

## **NO FLEA MARKET OR BULK SALE ITEMS ALLOWED**

Candidates for political office or representatives of political parties do not qualify

**Craft Spaces - \$55 for 10' x 10'**

**Food Vendor Spaces - \$65 for 10' x 10'**

**Non-Member Business Spaces - \$60 for 10' x 10'**

**Member Business Spaces - No Fee**

**Non-profits/Churches – No fee for 10' x 10'**

- Non-profits and service based businesses are requested to sell or raffle goods to raise money. Donations can still be accepted, but having some handmade product will help keep in line with the theme of the market. I'm happy to help with suggestions!

You may apply for more than one space, but additional spaces are based on availability. Multiple vendors may not share a space.

## **VENDOR SETUP AND BREAK DOWN PROCEDURE:**

**All vendors must be setup and fully operational by 9am.**

- Booth placement is at the discretion of the organizers. You will be given detailed instructions ahead of time on how/where to set up, vendor parking and additional market information.
- Set up will be from 6am to 8am- ALL vehicles must be moved off Main Street by 8am. Vendors must unload, then promptly remove their vehicle from the lot BEFORE returning to setup. This is for safety, to alleviate traffic jams, and to ensure all vehicles are out of the lot prior to Open Market hours.

- This event will run from 9am-4pm. Your booth must be set up and operational by 9am. Please respect and use the allotted times for sales of your goods; Early breakdown is not permitted. Cars are not allowed back on the road until after 4pm. Vendors should completely breakdown BEFORE bringing vehicles into the lot to load out.
- Vendors are responsible for cleaning their booth area, including the removal of all trash and debris during and at the close of each Market

## **TENTS AND EQUIPMENT:**

**All Vendors must supply their own 10'x10' white tent and all necessary displays, signs, tables, point of sale systems, and other equipment.**

- For everyone's safety, all tents must be secured with 40 pound weight bags on EACH tent leg (160lbs total) for the duration of each Market. This prevents tents flying if there are sudden gusts of wind.
- To create a uniform Market aesthetic, we ask that all vendors use white tent frames and tops. Branding/logos are permitted, as long as the tent cover itself is white or light/neutral.
- There is no on-site WiFi available.
- Generators, open flames, flammable substances or hazardous materials are strictly prohibited.

## **Market management and vendor conduct:**

SOFHA management reserves the right to remove, deny, or terminate any vendor that in their sole judgment is being disruptive, rude or detrimental to the peaceful operation of the Market.

Smoking by vendors on the Market premises is strictly prohibited.

SOFHA management reserves the right to request the removal of any products or items that they deem offensive, inappropriate, unsafe, or detracting from the quality of the Market.

SOFHA management reserves the right to remove, deny, or terminate any vendor that misrepresents themselves or their products.

## TO ENTER:

***Exhibitors must submit the following items via [thestreetsoffranklinnc@gmail.com](mailto:thestreetsoffranklinnc@gmail.com) by 4/28:***

- 4 photos of the work/food you intend to sell and/or any online presence (ie website, social media).
- A detailed description of your work/food and list of the items you are planning to sell. There will be limited vendors of certain categories and the spaces
- If you have been in a show previously, a photo of your booth set up would be appreciated!
- Your name, business name, phone #, email address and location where you produce your goods
- **Please verify that you have completed all these items before hitting send!**

This is an application, not a contract. Completing this application does not qualify automatic acceptance as a Vendor into Streets of Franklin Heritage Association events in Franklin, North Carolina. The SOFHA organization reserves the right to decide which applications to accept. Spaces are limited. By submitting this application, you acknowledge that you have read the guidelines and the application is consented to abide by those guidelines.

***Accepted vendors will be notified by 5/3 upon which booth fees will be due by 5/6. You may pay by check or cash. You may also pay electronically for a \$2 processing fee.***

***ALL FEES ARE NON-REFUNDABLE IF YOU ARE ACCEPTED***

***\*\*No rain date/no refund in case of rain or State or local orders with which the event organizers have no control over.***

We will provide local pastries and coffee during set up. :)

**For all questions and inquiries, please contact:**

**Marie Roberts at [thestreetsoffranklinnc@gmail.com](mailto:thestreetsoffranklinnc@gmail.com)**

You can also visit our website at: [www.streetsoffranklinnc.org](http://www.streetsoffranklinnc.org)

**\*\*PLEASE READ Signature to be collected when vendor is accepted**

**Businesses, Exhibitors, Artists, Crafters, Food Vendors, Non-profits, or any organization contracting for or using booth space shall indemnify and hold harmless the Streets of Franklin Heritage Association and all persons acting as event organizers, promoters, volunteers etc. from and against all liability, claims, theft, demand, expenses, fees, fines and penalties, suits, proceedings, actions, and causes of any and every kind, and/or nature arising or growing out of, or in any way connected with Exhibitor/Artist/Crafter/Non-profit's use of booth space during said Event.**

**I agree: \_\_\_\_\_ Date: \_\_\_\_\_**  
**(Name printed & signature)**

**FOR OFFICE USE ONLY**

**Amount Paid: \$ \_\_\_\_\_**

**Power Required? (circle one) YES NO**

**Date Received: \_\_\_\_\_**

**Type of Payment:**

- Cash**
- Check**
- Electronic Payment Invoice \*\$2 processing fee**