

St. Marys Community Market Vendor Application- 8/2014

Our Mission: The St. Marys Community Market aims to be a unique and valued addition to our beautiful and historic downtown area. Historically, items for sale have always been grown, harvested or made by the vendor. We stress Georgia Grown Georgia made but have added a "product vendor" category that will allow small businesses or consultants to participate in the market. Customer service and friendly courtesy to all is a must. You will be seen by many as their first encounter with our little town and it is very important to make that impression a good one. Be professional, neat and helpful for the entire time you sell your wares. Each vendor is a link in a chain that will lead to the St. Marys Community Market becoming a successful and long running operation. Most importantly – the end result for you as a vendor will mean more money in your pocket and the positive growth of your business. We ask that you attend as often as possible and we hope to that each vendor will commit to at least 2 weekends per month.

Location: Downtown St. Marys Pavilion. Operational Day and Time: Every Saturday 9 am – 1 pm (Closed Festival Days)

Vendor Information:

*Your Name: _____ *Business name: _____

*Mailing Address: _____

*Telephone: _____ Cell phone: _____

*E Mail: _____ Website: _____

FEES:

All Applicants: One Time Application Fee:	Non-Refundable Application Fee	\$10.00
Standard Booth Fee (Handmade/Grown):	Monthly Fee (any part of a month)	\$20.00
"Product Vendor" (Non handmade/grown items):	Monthly Fee (any part of a month)	\$60.00
Non-Profit (Distributing information) Waive Application fee:	Monthly Fee (any part of a month)	\$10.00
Non-Profit Fundraising (Selling any items) Waive Application fee:	Monthly Fee (any part of a month)	\$20.00

*Proof on non-profit status is required

Items to be sold: Name the variety of products you intend to sell at the market. Please be specific, especially with food items. Indicate if items are grown or made by you or whether they are not produced by you (brokered). Include all kinds of produce, all types of nursery stock, flowers, baked goods, handmade products, etc. Craft items are allowed but require prior approval. If possible please include pictures of your work.

Participation Agreement - I have read and agree to abide by the "Market Rules and Standards" below. I understand that these standards guarantee a level of quality that is expected by customers. I understand that I may be photographed and photos are property of SMCVB. Signature: _____ Date: _____

Mail This Application: Please sign and mail completed form to:

St. Marys CVB, 400 Osborne Street, St. Marys, GA 31558

Contact Information: info@stmaryswelcome.com or 912-882-4000

Include your \$10.00 (non-refundable) application fee in form of check or money order payable to: St. Marys CVB.

MONTHLY FEES: All fees are due the 1st of each month and will be considered late after the 5th. An invoice can be requested by calling the St. Marys CVB office at 912-882-4000. Fees may be paid in cash or personal check. You cannot set up if you owe two months in booth fees. Booth fees should be paid every month. After 4 months of non-attendance you will be dropped from the vendor list and a new application and application fee will be due prior to exhibiting.

Market Rules and Standards: *Vendors are expected to provide their own tables, chairs and displays.

- Vendors must be at least 18 years of age to sign agreement.
- Variety and creativity are what bring your customers back. Keep your booth well stocked and tended at all times. A full and lively market with dependable vendors in attendance will go far toward your success.
- A minimum one month commitment is required of all vendors.
- Vendors are expected to remain open during the entire length of the market day unless all products have been sold out prior to market closing. However, inclement weather may force the market to close early.
- **Food service activities must have the approval of the Camden County Environmental Health office. Food service includes mainly prepared foods, and covers any food items except baked goods, raw unprepared produce, and commercially prepackaged items. If you have any questions you may contact the environmental health office at (912) 729-6012.**

Food Service Definition: 290-5-14-.01 Definitions. Amended. (cont.) (yy) "Food service establishment" means establishments for the preparation and serving of meals, lunches, short orders, sandwiches, frozen desserts, or other edible products either for carry out or service within the establishment. The term includes restaurants; coffee shops; cafeterias; short order cafes; luncheonettes; taverns; lunchrooms; places which retail sandwiches or salads; soda fountains; institutions both public and private; food carts; itinerant restaurants; industrial cafeterias; catering establishments; and similar facilities by whatever name called. Within a food service establishment, there may be a food sales component, not separately operated. This food sales component shall be considered as part of the food service establishment. This term shall not include a "food sales establishment," as defined in the Code Section 26-2-21, except as stated in this definition. The food service component of any food sales establishment defined in Code Section 26-2-21 shall not be included in this definition. This term shall not include any outdoor recreation activity sponsored by the state, a county, a municipality, or any department or entity thereof, any outdoor public school function or any outdoor private school function. This term also shall not mean establishments for the preparation and serving of meals, lunches, short orders, sandwiches, frozen desserts, or other edible products if such preparation or serving is an authorized part of and occurs upon the site of a fair or festival which: (1.) Is sponsored by a political subdivision of this state or by an organization exempt from taxes under paragraph (1) of subsection (a) of Code Section 48-7-25 or under Section 501(d) or paragraphs (1) through (8) or paragraph (10) of section 501(c) of the Internal Revenue Code, as that code is defined in Code Section 48-1-2; (2). Lasts 120 hours or less; and (3). When sponsored by such an organization, is authorized to be conducted pursuant to a permit issued by the municipality or county in which it is conducted.

Taxes are the sole responsibility of the vendor.

- Stands are to be kept hazard-free and reasonably attractive. The **vendor** must remove trash and litter around the stand from any source before his/her departure.
- All produce must be stored and displayed at a reasonable distance above the ground (minimum of 18 inches), with the exception of watermelons, pumpkins, flowers in containers, or other items in water for freshness. Produce should be mature, but not overripe, and void of decay. No electricity or water will be available at the Market. Vendor must inform if planning to use a generator and fees for use of electricity will apply.
- Please remember that you are representing St. Marys. Vendors at the market shall at all times conduct themselves in a pleasant and courteous manner with customers and other vendors.
- All prices must be clearly marked.

Office use only: Date Received: _____ Amount Paid: _____

Notified By: _____ Accepted: _____

8/2014