

Artisan/Crafter Rules + Regulations

2019 MARKET SEASON



The Fulton Street Farmers Market prides itself as a market where customers can support the local economy and “meet the producer”, whether that person is a local farmer, baker or artist. As such, the Fulton Street Farmers Market will only lease space for handmade crafts. The process for this upcoming and subsequent seasons is as follows:

ARTISAN/CRAFTER MARKET RULES

- ❑ An artist/crafter must submit a completed application accompanied with proof of their handmade nature (pictures, supply receipts, etc.) - in some cases, you may be asked to provide a demonstration of your craft in person – Market Management will notify you if this is the case.
- ❑ Upon review, the application will either be accepted or denied based on the validity of their locally handmade nature. The applicant will receive notification of their status within two weeks of submitting application.
- ❑ The process for stall assignment will be the same as in previous years: Wednesdays and Friday are on a first come first served basis after checking in at the office, all Saturdays, vendors will receive a ticket in the market office and a lottery will be held at after 7:30 am for any available stalls *after all perishable and food-related vendors have been placed.*
- ❑ Booth Fees: Wednesday \$10/day, Friday \$20, Saturday \$30 (per booth)
- ❑ Booths will be assigned as available. The market has a one-vendor per booth policy. No Artisan may share their booth with another market vendor unless market is at full capacity. Sharing a stall is at the Market Management's discretion.
- ❑ **Loyalty Artisan Punch Card:** Started in 2018, a loyalty punch card is available for Artisans who attend Wednesday markets. Artisans are able to earn a loyalty punch each day that they attend Wednesday market in order to grant a lottery-free Saturday after 10 week-day visits. Every time an artisan attends a Wednesday market up to 10 times, they are eligible to receive one Saturday Stall (when available) without entering the lottery.

Just as a farmer spends much time and energy growing their crops, the Fulton Street Farmers Market wishes to celebrate and acknowledge the time and effort of artists/crafters put into their work and this application process is the way we can ensure that all items for sale are handmade.

Please fill out the attached application and attach any pertinent documentation no later than two weeks prior to your desired attendance date. If you have any questions, please feel free to email market staff at: info@fultonstreetmarket.org or 616-454-4118.

FULTON STREET FARMERS MARKET

VENDOR CODE OF CONDUCT



The primary purpose of this Code of Conduct is to ensure the well being of all participants. Vendors are expected to behave courteously to customers, other vendors, and market staff. It is the market's intent to serve the public and create a friendly and welcoming atmosphere that will benefit both the vendors and customers.

As a Fulton Street Farmers Market **Vendor and/or their representative**; I will:

- Respect and adhere to all rules established by the Fulton Street Farmers Market.
- Treat market staff, volunteers and other vendors with respect and understanding. If issues arise, I will resolve conflicts in an unobtrusive manner.
- Demonstrate the highest standards of personal behavior and integrity at all times. I will be sensitive to people of all ages, ethnicities and diversities.
- Treat everyone with courtesy, respect and honesty. Rude, violent, aggressive, uncooperative or belligerent behavior toward others, as determined by **Market Management or Vendor Committee**, will not be tolerated.
- Practice safe behaviors at all times, including while driving on and off site, loading and unloading. Furthermore, I will notify Market Manager immediately of any unsafe conditions.
- Not willingly deceive or exploit customers or the Market Manager concerning Market business.
- Wear appropriate clothing and footwear (no bare feet) with the understanding that the market is a family-friendly place.
- Under no circumstance, attend or participate in the Fulton Street Farmers Market while under the influence of alcohol and/or controlled substance. (Unless under medical supervision)

It is important that all **Fulton Street Farmers Market Vendor and/or their representatives comply with the Code of Conduct**. Failure to comply with any component of the code or participation in other inappropriate conduct as determined by the Market Manager, Vendor Committee Members, or Board Members may lead to dismissal as a vendor at the Fulton Street Farmers Market

FARM/BUSINESS: _____

NAME: _____ DATE: _____

SIGNATURE: _____

Artisan/Crafter Application

2019 MARKET SEASON



GENERAL CONTACT INFORMATION

NAME: _____ PHONE: _____
BUSINESS NAME: _____ EMAIL: _____
BUSINESS ADDRESS: _____

PREFERRED METHOD OF CONTACT:(Circle all that apply) **PHONE CALL** **TEXT** **EMAIL**

WEBSITE (if applicable): _____

FACEBOOK(if applicable): _____

EMERGENCY CONTACT NAME: _____ PHONE: _____

PRODUCT CATEGORY

Please circle at least one, more than one can apply

ACCESSORIES

GARDEN ART

BABY/CHILD

JEWELRY

BATH + BODY

POTTERY

FIBER ARTS

WOODWORKING

OTHER: _____

IT IS HIGHLY ENCOURAGED TO HAVE A SALES TAX LICENCE ON FILE WITH THE MARKET

BRIEF DESCRIPTION OF PRODUCT:

PLEASE ATTACH DOCUMENTATION OF YOUR HANDMADE NATURE OF WORK PROVIDE: THREE (3) PICTURES OF YOU WORKING (RAW PRODUCT, IN PROCESS and ONE FINAL PRODUCT) YOU MAY ALSO INCLUDE SUPPLY RECEIPTS, ETC

- Check box if you would like to participate in the *Artisan Vendor Loyalty Punch Card*
- Check box if you would like to participate in our **TUESDAY NIGHT MARKET (JULY + AUGUST)**

ACKNOWLEDGEMENT OF CONTRACT + AGREEMENT FORM

Vendor's signature verifies that the above information is complete and correct. **The vendor has read, understands, and agrees to all provisions in the FULTON STREET FARMERS MARKET RULES OF OPERATIONS (REV 2/19).** The market rules can be accessed in the market office, on the markets website, or can be requested electronically from the market staff. **Dates of the 2019 season begin on Saturday May 4th, 2019 and ends Saturday October 26th, 2019.**

Signature: _____ Date: _____