

ORANGE HOME GROWN FARMERS & ARTISANS MARKET

ARTISAN VENDOR APPLICATION

Thank you for your interest in joining the Orange Home Grown Farmers & Artisans Market (OHGFAM), run and managed by Orange Home Grown Inc. (OHG), a community based nonprofit. Market is held Saturdays 9 am to 1 pm year round, **rain or shine** at the:

Historic Villa Park Orchards Packinghouse

304 N. Cypress, Orange, CA 92866
(Corner of Cypress St. & Palm Ave.)



ORANGE
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Consideration for artisan vendors will be based on the following criteria:

- Local/family owned/small business based in Orange, Orange County, and Southern CA
- Organic/fair trade/earth friendly ingredients and packaging
- Sourcing ingredients from OHG Farmers & Artisans Market farmers

Business Name _____ Website Address: _____

Address _____ City, State, Zip _____

Owner _____

Phone _____ Email Address _____

Market Rep (seller) _____

Phone _____ Email Address _____

How long have you been in business? _____

List other farmers markets where you currently sell _____

How long at these markets? _____ Average daily sales _____

List social media sites: _____

***PLEASE NOTE* No on-site food preparation is permitted at OHG Farmers & Artisans Market.**

Please describe in detail what items you wish to sell at OHG Farmers & Artisans Market (include how and where the items are made, and pricing).

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Why do you feel your product(s) are a good fit for OHG Farmers & Artisans Market?

Would you like to sell year round or seasonally? _____ If seasonal, which months? _____

Fees: 8% of daily sales + \$2 CA Agriculture Fee + \$0.50 for City of Orange Fee

\$25 No Show Fees – I agree to notify the market manager at least **5 days prior via email** to the market if I will not be able to attend. I am responsible for paying a \$25 no show fee payable the next market day.

_____ I have read and understand the OHGFAM Rules & Regulations and I agree to adhere to them and share them with my staff. (OHGFAM Rules & Regs can be found at www.orangehomegrown.org in the Farmers and Artisan section under “Applications.”)

Please initial all of the following:

SAFETY MEASURES

_____ **Market Setup/Open** – **NO MOVING VEHICLES AFTER 8:30 AM – NO EXCEPTIONS.** Vendors may arrive early to set up in designated stall. Arrivals after 8:30 may use carts/dollies to load from outside gated area. The gate will be closed to early bird market patrons until after 8:30 am.

_____ **Market Close/Breakdown** – **NO MOVING VEHICLES UNTIL ALL PATRONS ARE OUTSIDE MARKET GATE.** At 1:00 pm, staff will politely ask patrons to finalize their purchase and head off site. Vendors may pay market fees, breakdown canopies, etc before gate is open for vendor vehicles.

_____ **Backup Buddy System** – Vendors must ask neighbors or market staff to guide any vehicles while backing up. Backing up is discouraged for safety reasons.

_____ **Weights** - I agree to have four (4) 20 pound sand bag weights and ties per tent and four (4) bungee cords **every market day** for safety.

_____ **Tent Regulations** – OHG requires every vendor to have a 10’ x 10’ fire retardant canopy with the flame certificate or tag sewn inside the tent.

ATTENDANCE

_____ **\$25 No Show Fees** – I agree to notify the market manager at least **5 days prior to market day via email** if I will not be able to attend. *I am responsible for paying a \$25 no show fee payable the next market day before commencement of the market at 9 am.*

_____ On market days, if I am unable to make it to the market, I will text or call the market manager so that she can fill in the gap.

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___ I am committed to OHGFAM. If I commit to another event, I will ensure back up staff for the OHG market.

___ I understand that my participation is on a MONTH TO MONTH/WEEK TO WEEK basis. Continued participation is subject to Market Manager's approval.

TFF, INSURANCE AND SELLER'S PERMIT TFFs AND INSURANCE

___ I agree to provide proof of current Temporary Food Facility and other applicable sellers permits to the market manager on time.

___ I am responsible for providing proof of insurance to OHGFAM manager.

___ I agree to carry the following insurance and agree to list OHG as Additional Insured as required by OHG insurance requirements. (*Orange Home Grown Inc.- P.O. Box 871 Orange, CA 92856*)

- General Liability
- Comprehensive Bodily Injury
- Property Damage
- Fire
- Product Liability
- Workers Compensation

OUR COMMITMENT TO COMMUNITY, ENVIRONMENT, AND TRANSPARENCY:

___ Fossil fuel based plastic bag use will be kept to a minimum and/or phased out in favor of reusable and/or biodegradable bags. I understand that I must charge 10 cents per bag at OHGFAM market to encourage use of reusable bags.

___ Sampling items such as spoons or cups will be biodegradable bamboo, paper, or wood instead of fossil fuel based plastic.

___ **Labeling** will list ingredients, packing and/or expiration date on perishable items.

___ **Displays** will be interesting, informative and attractive every week. *Include photos of market setup and products with this application.*

___ **Social Media** - I agree to promote my products and OHGFAM on social media on a regular basis, preferable weekly, but monthly at very least.

___ **Pricing** will be clearly displayed on a chalkboard/dry erase board or individual items. Banner includes business name, city, state and any other information required by regulators.

___ **Parking** - Consideration for market patrons is priority. If no onsite parking is available, I agree to park as far from the market as possible once items are unloaded in my space.

___ **Audit** – All vendors are subject to an audit of their daily gross sales by a market manager to verify the reporting sales at any given time. OHG reserves the right to fine, suspend, or dismiss any vendor from the market for under-reporting gross sales.

___ **Visits** - OHG reserves the right to conduct an on-site visit to certified or home kitchen or facility.

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I/We pledge to:

- Operate a community driven market that provides high-quality, nutritious, and safe products.
- Foster transparency in our market by requiring truth in labeling and by offering opportunities for shoppers to learn about the foods sold at the market.
- Provide exceptional services and education programs to our market patrons and vendors.
- Incubate small food businesses and support farmers and food entrepreneurs in making their operations more sustainable.
- Expand public access to fresh fruits and vegetables and teach skills for growing and preparing them.
- Work toward a healthy, just, and sustainable food system through education, advocacy, and action.
- Encourage cross pollination through vendors supporting one another by purchasing produce from market farmers for use in artisan products.

Submittal of this application does not guarantee you a place in the OHGFAM

**Submit application and a photo of your stall set up to:
Orange Home Grown, Inc. via email to Lisaohg@gmail.com
or mail to P.O. Box 871, Orange, CA 92856**

**Questions? Contact Lisa David, OHGFAM Market Manager at
Lisaohg@gmail.com or (714) 473-4125**

Signature

Date

