

# ORANGE HOME GROWN FARMERS & ARTISANS MARKET

## ARTISTS ALLEY VENDOR APPLICATION

Thank you for your interest in participating in the Orange Home Grown Farmers & Artisans Market (OHGFAM) seasonal Artists Alley which is held each November and December, run and managed by Orange Home Grown Inc. (OHG), a community based nonprofit. The market is held Saturdays 9 am to 1 pm **rain or shine** at the:

### Historic Villa Park Orchards Packinghouse

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



ORANGE  
HOME GROWN  
FARMERS  
AND  
ARTISANS  
MARKET

Consideration for artisan for our seasonal "Artists Alley", which runs November through December annually, will be based on the following criteria:

- Local/family owned/small business based in Orange, Orange County, and Southern CA
- Items must be made by the seller
- 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?

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What dates in November and December would you like to sell? \_\_\_\_\_

**Fees: 8% donation of daily sales + \$2 AG Fee + \$0.50 for City of Orange Fee**

**\$25 No Show Fees** – I agree to notify the market manager or Board member in charge at least **5 days prior via email** if I cannot 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](http://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 whenever possible.

\_\_\_\_ **Weights** - I agree to have four (4) 20 pound sand bag weights and ties per tent and four (4) bungee cords every market day in case of wind.

\_\_\_\_ **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.

\_\_\_\_ **Parking** - Consideration for market patrons is priority. If no onsite parking is available, please park along Cypress or Palm as far from the market as possible once you have unloaded your products on site.

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\_\_\_\_\_ **Audit** – I understand that 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 or dismiss any vendor from the market for under reporting gross sales to be determined by the managers and/or the OHG Board. In addition, OHG reserves the right to an on-site visit to either the farm or certified kitchen, whichever applies.

\_\_\_\_\_ I understand that my participation is on a two (2) MONTH basis. Continued annual participation is subject to Market Managers' approval.

### ATTENDANCE

\_\_\_\_\_ **\$25 No Show Fees** – I agree to notify the market manager or Board member in charge at least **5 days prior via email** if I cannot attend. *I am responsible for paying a \$25 no show fee payable the next market day.*

\_\_\_\_\_ 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.

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

### INSURANCE AND SELLER'S PERMITS

\_\_\_\_\_ 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

\_\_\_\_\_ I am responsible for providing proof of insurance to OHGFAM managers.

\_\_\_\_\_ I am responsible for obtaining a seller's permit and providing a copy to OHGFAM managers.

**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](mailto:Lisaohg@gmail.com)  
or mail to P.O. Box 871, Orange, CA 92856**

**Questions? Email or call Lisa David, OHGFAM Market Manager at (714) 473-4125**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date