

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 run and managed by Orange Home Grown Foundation Inc. (OHG), a community based 501c3 nonprofit. The market is held Saturdays 9 am to 1 pm **rain or shine** at the:

Chapman University's Becket Building & Palm Avenue

303 W. Palm Avenue, Orange, CA 92866
(Corner of Cypress St. & Palm Ave.)



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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 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?

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

Fees: 8% of gross daily sales + \$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 7:45 AM – NO EXCEPTIONS.** Vendors may arrive as early as 7 am to set up in designated stall. Arrivals after 7:45 AM may use carts/dollies to load from outside market area.

_____ **Market Close/Breakdown** – **NO MOVING VEHICLES UNTIL ALL PATRONS ARE OUTSIDE MARKET FOOTPRINT.** At 1:00 pm, staff will politely ask patrons to finalize their purchase and head off site. Vendors should, as quickly as possible, temporarily move everything off of the street, without obstructing sidewalks, before vendor vehicles can be brought on to the street for loading. Vendors must be cleaned up and off the street by 2pm. Vendor site must be completely clean or vendor will be subject to fine of \$150 payable before the next market day.

_____ **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 understand it is mandatory to have four (4) 20 pound sand bag weights and ties per tent and four (4) bungee cords **every market day** for safety. **VENORS WITHOUT WEIGHTS WILL NOT BE ALLOWED TO SELL THAT DAY.**

_____ **Tent Regulations** – OHG requires every vendor to have **MANDATORY 10' x 10' FIRE RETARDANT CANOPY WITH THE FLAME CERTIFICATE OR TAG SEWN INSIDE.**

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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.

____ 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.

OUR COMMITMENT TO COMMUNITY, ENVIRONMENT, AND TRANSPARENCY:

____ **Shopping Bags.** Biodegradable bags are permitted to be provided by vendors at this market, however, fossil fuel based plastic bags are not allowed at the market beginning January 2018. Vendors may charge customers \$0.10 for bag(s) to encourage use of biodegradable and reusable bags.

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 Farmers & Artisans Market 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