

*Fresh · Local · Handmade*

**CITY MARKET**

AUBURN, ALABAMA

# CITY MARKET

Town Creek Park 8 AM - 11AM

May 21st - August 27th, 2022

## GROWER/ARTISAN APPLICATION

Farm/Business Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone(Cell): \_\_\_\_\_

Emil Address: \_\_\_\_\_

Website/Social Media Accounts(if any): \_\_\_\_\_

**Please check which booth option you would like:**

**Single (\$15 per market) or Double (\$25 per market)**

Please briefly list and describe all products/items to be sold at City Market below. Also, if you have a logo for your business please attach it to this application for our marketing purposes.

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If you cannot attend all market dates, please list the dates you will not be attending City Market.

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\*Please note that ALL confirmation and correspondence of event materials will take place via EMAIL\*

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## Grower/Artisan Application

**Please initial that you have read, understand and agree to the following:**

All market participants are required to provide their own table, chairs and other equipment required to sell their products, including extension cords. All tents must be solid white.

If submitting a logo, growers/artisans grant the city a non-exclusive right and license to use said logo for City Market advertisement and marketing purposes and that vendor waives any rights to compensation for such use by the city.

All growers are to provide their Grower's Permit by the first market to be kept on file by the Market Coordinator. All produce must be grown by the participating farmer.

All artisans/bakers are required to follow the City of Auburn business license policy.

Every grower must have a sign identifying the name and location of the farm or business.

All crafts must be wholly made by the vendor; no "kits" reselling is permitted.

Food items that are home processed and meet the Alabama Farmer's Market Authority definition of non-potentially hazardous goods may also be represented at the market. Home processed products must satisfy all public health, labeling, permitting and other requirements pertaining to processed products.

Due to space limitations, all applications are subject to approval. Submission of a vendor application does not guarantee a vendor spot. Confirmation emails will be sent to farmers by Jan. 31, 2022 and artisans by Feb. 28, 2022. Incomplete applications and/or those without proper documentation will not be reviewed.

There is a \$15 booth fee per market day or a \$170 booth season fee for a single booth. There is a \$25 booth fee per market day or a \$230 booth season fee for a double booth for the 2022 City Market season. This must be paid to the Market Coordinator at the end of each market. If paying for the season, fee must be paid by the first market. Cash or check only. Checks must be made out to Auburn Advisory Board.

All vendors must arrive no later than 7:20 AM on market day and be ready to do business when the market opens at 8 AM.

Vendors have read and agreed to all policies in the City Market Handbook.

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## Grower/Artisan Application

### **Liability Information:**

City Market and the City of Auburn shall not be responsible for any loss, damage or injury to any property of any vendor or any loss, damage or injury to vendor booths of employees of vendors, or friends or family, from any cause whatsoever.

Business owners and employees hereby agree to indemnify, save, and hold harmless City Market, the City of Auburn, employees and volunteers, from and against any and all costs, expenses (including but not limited to legal fees and costs), losses, fees, liabilities, damages, lawsuits and/or deficiencies, whether threatened or actual, resulting from or arising out of any and all actions, omissions, or activities of the business owner, its employees, agents, invitees, licensees, or assigns or its vendors.

The City Market and the City of Auburn shall not be liable for any cost, expenses, loss, or damage arising out of, or related to, personal injury; loss of, or damage to, or distribution of property as a vendor; or failure to provide space for an exhibit, removal of same, or to hold event as scheduled

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

### **Vendor Absence Notification Policy:**

We understand there are times when you may not be able to attend the market. We ask that you let us know as soon as possible if you will be absent from or late to the market. For planned absences, please email the market at [scook@auburnalabama.org](mailto:scook@auburnalabama.org) with the dates you will be absent. For unplanned absences or late arrivals on the day of the market, please refer to the attendance section of the City Market Handbook.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

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## VENDOR APPLICATION

The City of Auburn and City Market reserves the right to reject an application for any reason

Please remember to send your Grower's Permit and other forms, if applicable. Also, do not forget to send a business logo if you would like for it to be used in our marketing and promotional materials.

### Grower/Artisan Agreement

I, \_\_\_\_\_, have read the application and handbook for City Market and completed the required information to the best of my abilities. I agree to the terms and policies for City Market.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Completed applications must be mailed, emailed or hand delivered to the Harris Center, 425 Perry Street, Auburn, AL, 36830. Emailed applications should be sent to the Market Manager, Sarah Cook, at [scook@auburnalabama.org](mailto:scook@auburnalabama.org).**

**For questions, please call (334) 501 - 2930 or visit [www.auburnalabama.org/citymarket](http://www.auburnalabama.org/citymarket).**