

ORANGE HOME GROWN FARMERS & ARTISANS MARKET

2024 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 since 2011, 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.)

If the OHGFAM takes place on or near a major holiday, market staff reserves the right to cancel the farmer's market. If the weather forecast predicts conditions unsafe, such as extreme wind and/or rain, market management reserves the right to cancel the farmers market. Participants will be notified of these changes as soon as possible.

Consideration for Artists Alley is based on the following criteria:

- Handmade by the seller
- Related to the farmers market and OHG – food, cooking, plants, farm animals, plants, baskets, bags, sustainability, gardening, good health, etc.
- Local/family owned/small business based in Orange County/Southern California
- Natural, up-cycled, repurposed items, organic, etc.
- Unique items not easily found in a chain retail store.

Business Name _____ Owner: _____

Address _____

City, State, Zip _____

Website: _____

Phone _____ Email Address _____

Market Rep (seller) _____

Phone _____ Email Address _____

How long have you been in business? _____

List other farmers markets where you currently sell _____

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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).

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

List the dates you would like to participate:

Donation Fees: Fees: 8% of gross daily sales + \$2 CA Agriculture Fee + \$1 for City of Orange Fee (\$25 + \$2 + \$1= \$28 minimum fee if 8% is less)

\$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.”)

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Please initial all of the following:

SAFETY MEASURES

_____ **Market Setup/Open – NO MOVING VEHICLES AFTER 8:15 AM – NO EXCEPTIONS.**

Vendors may arrive (drive on site) as early as **7:00 AM** to set up in designated stall to be ready to sell at 9:00 AM. Arrivals after **8:00 AM** may use carts/dollies to load from outside market area, but are not permitted to drive vehicles into the market area after 8:00 AM. **No radios or loud noises prior to 7:00 AM per City of Orange noise ordinance. Vehicles must be turned off while on-site.** Please be courteous of our adjacent residential neighbors and keep noise to a minimum during 7AM–9AM set-up timeframe.

_____ **Market Close/Breakdown – NO MOVING VEHICLES UNTIL ALL PATRONS ARE OUTSIDE MARKET FOOTPRINT.** At 1:00 pm, staff will ask patrons to finalize their purchase and head off site. Vendors should, as quickly as possible, temporarily move everything off of the street (Palm Ave. vendors), without obstructing sidewalks, before vendor vehicles can be brought on to the street for loading.

All trash must be taken with vendor and disposed of off-site. Vendor site must be completely clean or vendor will be subject to fine of \$150 payable before the next market day. **Palm Ave. will be open to vehicle traffic at 2pm**

_____ **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. **VENDORS 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.**

_____ **Parking** – Consideration for market patrons is priority. I agree to park in the parking lot on Palm Ave. adjacent to the train tracks, or the City's Lemon Street Parking Structure.

_____ **Conduct** – Any action and/or statement which is deemed to be offensive, abusive, or inappropriate to customer(s), market staff, vendor(s), or agency official(s) will be considered a violation of market rules according to OHG Rules & Regs Section K.

ATTENDANCE

_____ **\$25 No Show Donation Fee** – 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.*

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_____ I will park in the vendor assigned parking lots to allow close parking spaces for customers.

_____ If I am unable to attend on a market day, I will notify the market manager by text/call by 8:00 am.

_____ I understand that my participation is on a MONTH TO MONTH/WEEK TO WEEK basis. Continued participation is subject to market manager's approval. If there is a violation to the OHGFAM Rules and Regulations, Market Management has the right to terminate my participation in the farmer's market at any time for any reason seen fit.

OUR COMMITMENT TO COMMUNITY AND ENVIRONMENT:

_____ **Shopping Bags.** Biodegradable bags are permitted to be provided by vendors, however, fossil fuel based plastic bags are not allowed.

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 Foundation 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.

**The advice and/or information provided by Orange Home Grown Foundation at this event is not endorsed by nor should it be constructed as educational/legal advice from Chapman University.*

This provider is not Chapman University and attendance at this event does not confer or certify any rights or privileges from Chapman University, included but not limited to, admission, enrollment, educational credit, certificate or degree.

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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

nikkiohg@gmail.com

or mail to P.O. Box 871, Orange, CA 92856

Signature

Date

