

**CHARLESTON FARMERS MARKET  
NOT-FOR-PROFIT APPLICATION**

**2017**

**Harrison R. Chapman, Manager**

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Each Saturday, April 8 - November 25, with additional opportunities to participate; Sundays during the Piccolo Spoleto Festival in May/June, and Saturdays & Sundays during our Holiday Market in December, Marion Square (329 Meeting Street) becomes a community gathering place where residents of the Lowcountry and visitors alike are able to enjoy a wide variety of local goods. We invite Not-for-Profit Organizations (NFP) and select community groups to apply for a booth in order to distribute information, raise overall awareness for a cause and/or to recruit volunteers.

Name of Organization: \_\_\_\_\_

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

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

City/State/Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Mobile #: \_\_\_\_\_

Email: \_\_\_\_\_

Website/Social Media: \_\_\_\_\_

Need Electricity? \* (Y/N): \_\_\_\_ Please explain if, "Y": \_\_\_\_\_

Main purpose for participating and detailed description of how your organization will occupy a booth at the market. Include: equipment, signage, hand-outs, give-a-ways, whether you wish to sell any products and whether you have your own canopy, etc. (Be Specific) ***\*Please include photos and/or samples of items you wish to distribute, sell and/or display***

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Please select the dates you wish to participate in order of priority;

**CFM Regular Season**

Saturdays, **April 8 - November 25** (8am-2pm)

1. \_\_\_\_\_

3. \_\_\_\_\_

2. \_\_\_\_\_

4. \_\_\_\_\_

**ADDITIONAL INFO:**

Instructions for setup, breakdown and loading procedures will be provided upon acceptance.

An (8'x 8') or (10'x 10') canopy will be provided which must be requested at least two weeks in advance of your assigned date.

- Have your own canopy? Y/N: \_\_\_\_\_ Size: \_\_\_\_\_ Color: \_\_\_\_\_

Participants must provide the following equipment; tables, chairs, signage, 25lb weights for each canopy leg and a garbage receptacle. All waste produced by your booth must be hauled away at the end of the day for disposal at an alternative business or residents.

Charitable solicitation including, but not limited to selling merchandise must be included on your application and must be approved by CFM Management prior to acceptance.

You may contact the CFM Manager at any time with questions and/or concerns.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SUBMIT COMPLETED FORM TO:**

\*EMAIL IS PREFERRED; [CHAPMANH@CHARLESTON-SC.GOV](mailto:CHAPMANH@CHARLESTON-SC.GOV)

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