



CHARLESTON FARMERS MARKET

Produced and directed by the City of Charleston Office of Cultural Affairs

2015

ARTISAN & CRAFTER

APPLICATION/PARTICIPATION AGREEMENT

Deadline: Friday, February 6, 2015 by 4:00p.m.

Questions? Call the Charleston Farmers Market Manager, Harrison R. Chapman at (843) 724-7309 or email farmersmarket@charleston-sc.gov

Each Saturday from April 4th through November 28th with additional opportunities to participate on Sundays during the Piccolo Spoleto Festival in May and June as well as Saturdays and Sundays during Holiday Magic in December, Marion Square becomes the community gathering place for residents of the Lowcountry and visitors alike. The Charleston Farmers Market (CFM) is pleased to include local artisans/crafters and to provide an opportunity for quality handmade art to be celebrated and appreciated.

Name of Applicant: _____

Business Name: _____

Studio Location (if applicable): _____

Address: _____

City/State/Zip: _____

Daytime #: _____ Evening #: _____

Cell #: _____ Email: _____

Website: _____

Brief description of products (i.e. "jewelry" or "handmade soaps"): _____

Please select the category that best applies to your handiwork:

- ☐ Jewelry
- ☐ Photography
- ☐ Textiles
- ☐ Glass
- ☐ Bath/Body
- ☐ Candles/Coasters
- ☐ Metal/Stone

- ☐ Painting/Drawing
- ☐ Sketches (on site at CFM)
- ☐ Woodwork
- ☐ Pottery/Clay
- ☐ Basketry
- ☐ Other (please be specific)

Information for Website and Brochure: Please print clearly

Name _____

Website _____

Email Address: _____

Contact Number: _____

Product and information: _____

*Are you interested in being a **Rotating Vendor** for 2015?*

Yes _____, I only want to be a rotating vendor.

No _____, I am not interested in participating on a rotating basis and would only be interested in participating for the full season from April 4th to November 28th. I understand that given space constraints, this choice might result in the CFM not being able to include me in the roster of participating artisans for the 2015 season.

_____, I am interested in any availability.

****Rotating frequency is to be determined by CFM Management.** A rotating vendor may not vend on days they are not scheduled unless invited by the CFM staff.*

CHECKLIST

- ☐ Completed, signed Application/Participation Agreement
- ☐ If accepted, a copy of vendor's City of Charleston business license is required to keep on file
- ☐ If accepted, a copy of vendor's SC Retail License is required to keep on file
- ☐ \$20 non-refundable fee must accompany this application; **DO NOT SEND CASH** – please include a **check or money order** made payable; City of Charleston
- ☐ All vendors must have General Liability Insurance of no less than \$1,000,000.

CERTIFICATION:

- ☐ I have **read, understand and agree** to comply with the **2015 CFM Vendor Manual** including; **CFM Rules & Regulations** and **CFM Operation Guidelines**
- ☐ I understand the violations and sanctions, including suspension and disqualification
- ☐ I understand selling privileges can be revoked by the City of Charleston at any time
- ☐ I understand that **no Artisan/Crafter is guaranteed acceptance in the CFM and is subject to acceptance into the 2015 CFM by the City of Charleston Office of Cultural Affairs and an independent panel of jurors**
- ☐ Artisans and Crafters that are accepted in the 2015 CFM will be notified by the City of Charleston Office of Cultural Affairs as soon as a decision has been made
- ☐ I understand that a mandatory vendor meeting will be scheduled upon acceptance

The City of Charleston Office of Cultural Affairs invites eligible artisans and crafters to participate in the 2015 season of the CFM in accordance with the guidelines and criteria outlined in this Application/Participation agreement. While we anticipate the CFM will soon face additional space constraints arising from construction projects on sites adjacent to Marion Square and based on the park's overall capacity, the Office of Cultural Affairs remains committed to ensuring the continuing success of this vital resource. We welcome applications from participating artisans and crafters from the 2014 season and we will also consider applications from eligible artisans who have not participated in past seasons on a space-available basis. While specific locations, a specific number of tents or a specific frequency of participation for rotating vendors cannot be guaranteed, applicants may contact the CFM Manager at any time to discuss specific requests or special needs.

Signature: _____ Date: _____

Techniques used in making your product. We are not asking you to share your secrets, we merely want to know the craftsmanship that you put into your product.

PRODUCT	DIFFICULTY AND TECHNIQUE	COST OF PRODUCT	TIME TO MAKE PRODUCT

**PLEASE SEND/DELIVER YOUR COMPLETED APPLICATION/PARTICIPATION AGREEMENT AND \$20 FEE BY 4P.M.
ON FRIDAY, FEBRUARY 6, 2015 TO:**

Harrison R. Chapman – CFM Manager
City of Charleston Office of Cultural Affairs
180 Meeting Street, Suite 200
Charleston, SC 29401

Fax: (843) 720-3967
Phone: (843) 724-7309