



CHARLESTON FARMERS MARKET

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

2015

FOOD VENDOR

APPLICATION/PARTICIPATION AGREEMENT

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

*Questions? Call the 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, the Charleston Farmers Market (CFM) becomes the community gathering place where residents of all parts of the Lowcountry and visitors alike can enjoy breakfast, brunch, lunch, sweet treats or beverages in historic Marion Square; it is a destination for unique, local cuisine with everyone bringing something special to the table.

Name of Applicant: _____

Business Name: _____

Store/Kitchen Location: _____

Address (Residence): _____

City/State/Zip: _____

Daytime #: _____ Evening #: _____

Cell #: _____ Email: _____

Website: _____

Electrical Power Needs: _____

Brief description of goods (i.e. "local produce" or "baked goods"): _____

Information for Website and Brochure: Please print clearly

Name _____

Website _____

Email Address: _____

Contact Number: _____

Product and information: _____

Please name primary product sold in order of priority. Exclusivity is not guaranteed at the CFM.

I plan to make and sell the following food products listed below during the 2015 CFM season (only items listed on this original application and approved during the jury process can be sold during the 2015 CFM Season): Be as specific as possible. Use a separate sheet if necessary.

#1 Product: _____

2 Product: _____

3 Product: _____

4 Product: _____

#5 Product: _____

#6 Product: _____

Other: _____

You must use local ingredients. Priority is given to applicants that use a higher % of local ingredients. Be sure to list where you purchase your local products: (be prepared to provide CFM Management with an invoice to prove the origin of your ingredients)

Food Vendor Certification:

- I have **read, understand**, and **agree** to comply with the **2015 CFM Vendor Manual** including; **CFM Rules & Regulations** and **CFM Operation Guidelines**
- I reside East of I-95, within SC borders
- 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 food vendor 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**
- Food vendors 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 agree to attend the mandatory CFM vendors' meeting which will be scheduled upon acceptance

The City of Charleston Office of Cultural Affairs invites eligible food vendors 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 food vendors from the 2014 season and we will also consider applications from eligible applicants 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: _____

Food Vendor Application/Participation Agreement Checklist

- Completed, signed Application/Participation Agreement, including list of items proposed for sale
- If accepted, a copy of your 2015 DHEC or SCDA certification must be provided to keep on file
- If accepted, a copy of your 2015 City of Charleston Business License must be provided 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 to City of Charleston
- All vendors must have General Liability Insurance of no less than \$1,000,000

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