

## Historic West End Market 2010 Artist/Vendor Application & Guidelines

<b>Farm, Business or Organization Name</b>	
<b>Contact's Name</b>	
<b>Address</b>	
<b>City/State/Zip</b>	
<b>Contact's Number</b>	
<b>E-mail Address</b>	
<b>Website</b>	
<b>Entity Type</b>	<input type="checkbox"/> Artist <input type="checkbox"/> Individual/Family <input type="checkbox"/> LLC <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit

**PLEASE NOTE: This form is an application to be considered for participation in the Historic West End Market. Submitting this application does not guarantee acceptance for participation in the Market. Selections are based on the Market's model and its needs.**

### GENERAL INFORMATION

The Historic West End Market is open on Saturdays from 10 a.m. – 3 p.m. except major holiday weekends May 15<sup>th</sup> – October 31<sup>st</sup>. The Market is located at 1601 West Trade Street which is conveniently located between Johnson C. Smith University and I-77. Vendor fees are \$10.00 per Saturday or \$25 per month payable by cash or money order in person. Prior to acceptance artist/vendors must present a sample of their art/product.

### LICENSING/INSURANCE

Artists are not required to obtain a license to sell their own art. Vendors must furnish a current any and all licenses and permits necessary for their operation. All food shall be from sources approved or considered satisfactory by the local health officials and the Department of Agriculture, and shall be clean, wholesome, free from spoilage, free from adulteration and misbranding, and safe for human consumption. Vendors are also required to comply with all North Carolina Department of Agriculture and Consumer Services (NCDACS) Rules and Regulations. Contact the NCDACS for questions at (919) 733-7125. A copy of the appropriate license must accompany the vendor application for items such as perennial plants, baked goods, meat, poultry, fish, shellfish, dairy products, and eggs, sauces that contain potentially hazardous foods, and maple syrup as well as other potentially hazardous and/or processed foods. Food vendors are also required to obtain their insurance against all liabilities and to provide a copy of their current insurance policy with their vendor application.

Are you required by a local, state or federal agency to be licensed? Yes No	If so, please attach copies of current licenses.
Do you carry general or product liability insurance for this business/farm? Yes No	If so, please attach a copy of your certificate of insurance.
If you are a grower, are you certified Organic? Yes No	If so, please attach a copy of your certification.

### PRODUCTS TO BE SOLD

Please describe the art form, crop, or products you plan to show/sell and the date(s) requested to show/sell the listed item.

MONTH	DATE(S)	Art Form/Crop/Product	MONTH	DATE(S)	Art Form/Crop/Product
May			August		
June			September		
July			October		

**PRODUCE, FLOWER AND PLANT VENDORS**

If the crops/flowers/plants were grown by you, please list where?	
If the crops/flowers/plants are wholesale acquisitions, please list the where?	
If the crops/flowers/plants were grown by another grower, please list where?	
Are the crops that you are selling treated with chemical pesticides and/or fertilizer? Yes No	

**ARTIST/VENDOR:** List the number of 10 X 10 spaces needed. \_\_\_\_\_

**HOLD HARMLESS/SIGNATURE**

The Historic West End Market is not responsible for product liability or the paying sales taxes or any other fees by the individual artist/vendor. The Historic West End Market is not responsible or otherwise liable in any way for any loss of vendor property by theft, vandalism, weather, or anything outside of the control of the market staff or volunteers. By signing this application, the undersigned vendor hereby agrees to protect, indemnify and hold harmless the City of Charlotte, Historic West End Market, LLC, [the Griffin Brothers], and all agents and assignees, including all Historic West End Market, LLC staff and volunteers (collectively, the "Indemnified Parties") from and against all liability, claims, demands, losses, damages, levies and causes of action or suits of any nature whatsoever, arising out of or related to activities at the Historic West End Market, and shall defend the Indemnified Parties in such causes of action, suits, claims and similar proceedings.

**VENDOR GUIDELINES**

1. Vendors are required to provide their own 10x10 canopy/gazebo and any other display tables/props.
2. If an artist/vendor doesn't arrive by 9 am, the space will be re-assigned to a waiting applicant.
3. Artist/vendor must park their vehicles in the designated vendor parking area during market hours.
4. Artist/vendor cannot dismantle their display before close of market and must clean/remove all debris from their assigned space at close of market.
5. Dates will be re-assigned in lieu of refunds for closure due to inclement weather.
6. Artists/vendors must quickly unload their vehicles; expeditiously move their vehicles to the designated parking area and setup displays afterwards.
7. Fifteen minutes prior to opening booths should be setup and vehicles off the market site.
8. Do not break down your booth before closing without speaking with the market manager. Charlotte Department of Transportation does not allow vehicles on the market site during operating hours. Early departures require that items are carried off-site.
9. Please pack prior to retrieving vehicles and loading.

By signing this application, I agree that:

- 1) I have read, understood, and agree to the guidelines, requirements, conditions and obligations contained in this application.
- 2) I will obtain, and maintain at all times, all applicable permits, insurances, and licenses from local, state and federal agencies.
- 3) I understand that the Historic West End Market reserves the right to deny any artist/vendor application or ask an artist/vendor to discontinue participation in the Market in its sole and absolute discretion.
- 4) I accept and will yield to the Historic West End Market policies.

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

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

**Please e-mail applications, supporting documents and questions to [historicwestendpartners@gmail.com](mailto:historicwestendpartners@gmail.com).**

**Sponsored by The Historic West End Partners, Inc.**  
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**Charlotte, N.C. 28230**  
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