

VENDOR APPLICATION

Please, fill out the form below for our records. All information obtained on this form will be kept in confidence.

****Please PRINT clearly****

VENDOR'S NAME:	NAME OF BUSINESS:
STREET ADDRESS:	TYPE OF BUSINESS: (e.g. Produce, Jewelry, Crafts, etc.)
CITY, STATE, ZIP:	EMAIL:
TELEPHONE NUMBER:	WEBSITE ADDRESS:
SIGNATURE: DATE:	START DATE:

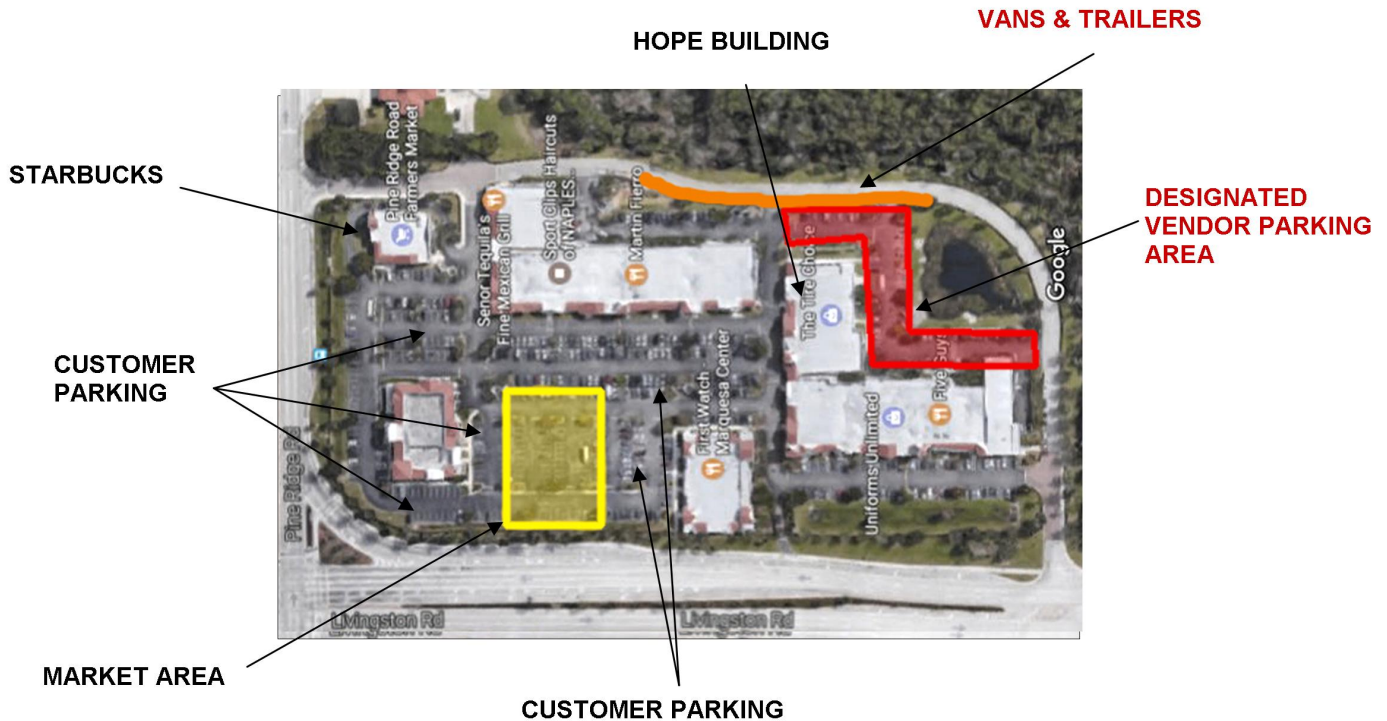
1) Please describe or list the products, commodities, produce or other items to be sold:

2) **Authorized Vendor Representatives** (Names of people who will work for you at the market):

VENDORS' RULES AND REGULATIONS



- Market hours are from 9AM to 1PM. Rain or shine. **Vendors are not permitted to leave before 1PM!**
- Vendors must unload their products first and move their vehicles outside the market area as soon as possible **before** setting up to allow an easier flow of traffic for other vendors. Also, at the end of the market, vendors must break down first before they bring their vehicles back to the market area for loading. Please, be considerate of other vendors.
- **Vendors are to use the designated parking area ONLY:** located behind the Hope building (see picture below). This is not only required from the vendors alone, but also from **ALL** members of their crew!! Vendors must make sure that all the people helping them are parking their vehicles in the designated area only!!



- Vendors are NOT allowed to drive their vehicles into the market area before 1PM under any circumstances! Unless we have to close the market early due to weather conditions and **only** if the Market Manager/staff announces so. If you have to leave because of emergencies, please bring your vehicle to the edge of the market and carry your things to your car. Even if you sell out before the end of the market, you are **NOT** allowed to pack up and leave. Please be courteous to customers who are shopping and other vendors still working.
- All vendors must vacate the premises by no later than **3PM!**
- All vendors **MUST** have a tent and weights to secure it with! Minimum 20 lbs per leg. Vendors who don't have weights will not be allowed to set up! **Water jugs are not acceptable as weights!** If the Market Manager or staff tells you not to put up your tent or to take it down due to strong winds, you must do so immediately, as these conditions can endanger both vendors and customers.
- Maximum tent size per a single space is 10'x10'. You must fit your setup inside your tent. You are allowed to utilize the space behind your tent, but **you are not allowed to stretch out into the customers' walking area** in front of your tent. As a courtesy to your neighbors, please do not push your displays or tables outside of your tent, as that would 'block' the vendor next to you. Vendors' tents should line up with their neighbors.
- **No signs or flags are allowed outside of vendor's tent**, especially not in the customers' walking area! Please be considerate and mindful of your customers' safety and do not put out signs or other objects they could fall over or trip on. Keep any signage or A-frames inside or attached to your tent.

- Vendors must keep their spots clean. Vendors are responsible for leaving their space at the end of the market in the same condition as it was before the market — clean and free of debris.
- All vendors must dispose of their own trash. Vendors are NOT permitted to place their own trash into the market garbage pails that are for the use of shoppers only. **It is strictly forbidden to use the Plaza dumpsters!**
- All food vendors must have their own garbage pails. All food vendors must have floor covering to protect the parking lot surface from staining .
- Children under 12 need to be supervised at all times and have to remain by your side or they won't be allowed to accompany you to the market. As per the Plaza's safety requirements, children are not allowed to roam around the parking lot or climb the trees! **Vendors are no longer allowed to bring their pets to the market. No exceptions!**
- Items listed by vendor on page 1 of 3 of this application are the only items that the vendor will be permitted to sell, unless approved otherwise by the Market Manager.
- The Market Manager reserves the right to terminate any vendor's agreement without cause at any time.
- Vendors are not allowed to pop in and out of the Market every other week. Vendors may elect to miss a Sunday, but will have to pay booth rent for the day(s) they miss. Any vendor who misses 2 or more consecutive markets will lose their designated space and will forfeit any remaining funds. If Market Manager approves, vendor can re-enter the market starting a new term.
- If you can't make it to the market, please be courteous and call/text/email us as soon as possible (and please don't wait till the morning of), so that we can make arrangements to fill your spot – as empty spaces affect your neighbors and the whole market. If you have an emergency, or the weather forecast suggest rain, we'll understand that you can't make it, but please inform us ASAP that you won't be there. If you fail to contact us, we will assume that you have quit and will rent your space immediately.
- Market Manager does not grant any vendor exclusive right to sell certain products.
- All fees must be paid IN FULL. No partial payments will be accepted. Vendor Fees must be paid 4 weeks in advance. **All deposits are non-refundable. No absentee credit.** A 5% processing fee will be added to all credit card charges. Please, make checks payable to NAPLES MARKETPLACE. **Invoices must be paid within 24 hours!**
- Vendors are responsible for acquiring all necessary licenses and permits to operate their business in Florida/Collier county. **Vendors and/or the person(s) selling at our Farmers Market MUST speak English!**

IF VENDOR FAILS TO COMPLY WITH THE RULES AND REGULATIONS OF THE MARKET, IT WILL RESULT IN THE IMMEDIATE TERMINATION OF THE VENDOR AGREEMENT.

Above Rules and Regulations are subject to change due to Market conditions. If so, changes will be given out in a written form by the Naples Marketplace staff. Please consider that the reason for these Rules and Regulations is to ensure a secure and professional environment for all our vendors to sell their products and for all the customers to have a great shopping experience.

I have read, understood, and agreed to the above rules and regulations.

I have met all local, state, and federal health inspection and licensing requirements prior to selling products at the Pine Ridge Road Farmers Market.

I do not hold the Plaza site, Naples Marketplace, or the Market Manager liable for any property damage or personal injury that either I or my representatives may incur while selling at the Pine Ridge Road Farmers Market. I accept full financial liability for my actions and all products that either I or my representatives sell at the Pine Ridge Road Farmers Market.

I further agree to indemnify, defend, and hold harmless the Plaza site, Naples Marketplace, and the Market Manager from and against any and all claims and actions for injury, damage, or loss to persons or property, or other liabilities or expenses whatsoever, including court costs and attorney's fees, related or arising out of my or my representatives' actions and operations with the Pine Ridge Road Farmers Market.

Signature: _____

Date: _____

Once signed by Vendor and accepted by the Market Manager, this Application becomes the Vendor Agreement.