

City Market Vendor Application

Everson Museum Plaza, 401 Harrison St. 13202 Syracuse NY

Date: 2nd Sunday of May - October. Time: 10:00am to 3:00pm

Business Name: _____

Address: _____

Contact Person: _____

Phone: _____

Email: _____

Selling: _____

Full season: Monthly

Facebook name: _____

Please describe your product:

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Please read the Rules and Regulations and agree to abide by them. All the information I have provided is true and accurate.

Signature _____ Date: _____

Mail check and application to

Andy Semabia, 101 Orrick Rd, Syracuse NY 13214

PayPal: kofiandy4@yahoo.com

Please fill out and return this form by email or mail.

- ❖ The discounted full-season rate is \$275.00 and should be paid by the first market day. Please let me know beforehand. Standard booth space is 10x10 (you may share with someone) larger spaces are available for an additional fee.
- ❖ The monthly rate (per Sunday) is \$50.00. Monthly spaces are available as space allows. Early application will receive priority and will be confirmed.
- ❖ For more information: call Andy (315-395-5215) and leave a message or email: info@citymarketsyracuse.com

City Market: Vendors Rules and Regulations

Please read the instructions below carefully and follow them to help make each event easy and enjoyable for every participating vendor and our loyal customers.

Set Up: 8:00AM -10:00AM

No Vehicle may **enter** or **leave** the show area between 10:00 AM and 3:00 PM

1. **VENDORS:** City Market is a dynamic market made up of
 - a) Handmade arts and crafts.
 - b) Food and food products.
 - c) Antique products
 - d) Repurposed items
 - e) Fairtrade providers
2. Food vendors must supply appropriate insurance and permits. City Market Syracuse and the Everson Museum of Art must be named by your insurer.

Set-Up

3. Drive to the museum parking lot to check-in and pick up your parking pass.
4. Drive to your assigned spot. Observe the Unloading lane and Drive through lane.
5. Please do not block traffic by unloading in the drive-through lane.
6. Offload your wares **ONLY**- No setup
7. Move your vehicle to the vendor designated area (you may need to show your parking pass to the attendant to park).
8. Street spots are for customers so if you park there you take a spot we need for customers.
9. Your vending fee includes parking.
10. After parking, you can now set up your booth for business.

Breakdown

1. Please pack up your booth before you bring your vehicle.
2. Move your vehicle to the unloading lane to pack up.
3. Please observe the traffic pattern. Do not block traffic.