

Love Local Market

VENDOR GUIDELINES

Thank you for your interest in becoming a vendor at the Love Local Market. The Market is a partnership between the Henry County Public Library and the Henry County Chamber of Commerce. Each vendor must sign and return the vendor application and agreement before the first day of sale. All residents of Henry, Oldham, Trimble, Shelby, Carrol, Owen, and Franklin Counties are eligible to be vendors at the Love Local Market.

Vendors are asked to stay for the entire event (6:00 p.m. – 9:00 p.m.). Set-up time is between 4:00 p.m. and 5:45 p.m. You will be given a ten by ten space big enough for the average canopy (if you need more space, please let us know before the Market). Vendors are responsible for their set-up and clean-up. All stands, tables, and products shall be transported to the area each market day. Everything shall be removed after each market day. Materials or produce may not be left overnight. Each vendor must clean their space and remove all garbage and leftover produce.

No smoking or alcohol consumption is allowed on the market grounds or in the library. Market Support Staff may deny or restrict any vendor or vendor representative's access to the Market for failure to follow the state and local laws or the Love Local Market rules guidelines.

Problems, complaints, or concerns may be directed immediately to the Market Support Staff. Love Local Market covers the city license for selling items on the day of each event. Being a vendor is free of charge. All vendor applications will be reviewed, and each vendor will be notified within seven days if they are accepted to sell at the Love Local Market.

Vendor: Anyone registered to sell at the Market. A vendor can be a farmer, producer, artisan, local business, or a nonprofit with the exclusion of direct sales companies (i.e., Paparazzi, Sentsy, Tupperware).

See descriptions for each below:

1. Farmer: A person who has grown, raised, or gathered a product sold directly to the consumer by themselves, employees, or family members.
2. Producer: A person who creates local handmade items that can be consumed, such as breads, jams/jellies, syrup, honey, or soap.
3. Artisan: A person who creates local handmade items that cannot be consumed, such as paintings, glass, jewelry, metals, wearable art, fibers, etc.
4. Local business or Nonprofit. (Business must be locally owned and non-franchised.)

Applications must be dropped off at the Henry County Public Library. You may email them to Cara Woods, cara.woods@henrylibrary.org. If you have any questions, you may call Cara Woods at (502) 845-5682 or email her at cara.woods@henrylibrary.org

Love Local Market
VENDOR APPLICATION

FULL NAME OF APPLICANT: (please print)

BUSINESS/FARM NAME:

ADDRESS:

PHONE NUMBER:

ALTERNATE PHONE:

EMAIL:

IN CASE OF EMERGENCY CONTACT (Name and Phone Number):

Preferred Method of Communication

Each month, we will need confirmation to hold your spot. You do not need to let us know the dates you can attend in advance (except the Spring Shindig). We will send you a reminder, so just let us know then! We will contact you ONLY by text or Facebook Messenger the week before each Market this year. If these choices do not work for you, write how you would like to be reached otherwise.

_____ Messenger Name:

_____ Text:

_____ Other:

VENDOR TYPE

(Select One)

_____ **FARMERS:** (Please indicate the type of produce you will sell at the market so we can promote it.)

_____ **PRODUCERS:** Please describe the type of consumable good(s) you will sell at the market:

_____ **ARTISAN:** Please describe the type of art that you will sell at the market):

_____ **ORGANIZATION:** Please describe the type of business, organization, or non-profit you have:

Please Check the Dates You Will Attend the Market

SPRING SHINDIG – SATURDAY, APRIL 27, 2024 11:00 am to 3:00 pm_____

2023 Love Local Market Dates:

All markets 6:00 PM to 9:00 pm

Friday, May 17

Friday, June 21

Friday, July 19

Friday, August 16

Friday, September 20

Friday, October 18 (Please not this is on the second Friday and will close out our 2024 Market. It will be the Library Fall Festival as well and will be held indoors.)

LOVE LOCAL MARKET VENDOR AGREEMENT

I have read and agree to follow all of the guidelines outlined in the Love Local Market Vendor Packet. I understand that if the Market Support Staff observes or receives evidence of my failure to adhere to this agreement, the offense may affect my ability to participate in the market. I understand it is my responsibility to inform my family, employees, and partners of these rules before they sell at the market on behalf of my farm or business. I understand by signing this agreement I am giving my permission for my vendor information and pictures taken at market to be displayed on the Love Local social media and marketing materials, unless explicitly requested otherwise.

In consideration for participating as a vendor in the Love Local Market, I assume all risks of injury suffered while on and/or upon the premises of the market and release and agree not to sue the Love Local Market its employees, sponsors or anyone connected with the market of any claim, damages, costs, or cause of action which I have or may in the future have as a result of injuries or damages sustained or incurred while on and/or upon the premises of the grounds or parking lot or building occupied by the Love Local Market as a market vendor. This document releases liability, results in assumption of risk, and provides for indemnification and holds harmless the Love Local Market by vendor participant. I agree that the Love Local Market, the Henry County Public Library, the Henry County Chamber of Commerce, and Sponsors are held harmless of any incidents or accidents that may occur while I occupy given space and will sign and abide by the statement below. *(Please read carefully before signing.)*

Vendor Name (Please Print)

Vendor Signature

Business Name (Please Print)

_____ Date