## **Holiday Makers Walk Vendor Information**

#### **Art/Craft Medium**

This market is open to artisans who make high quality, handcrafted products, or vendors who sell interesting, well-curated vintage goods. We do not accept wholesale, direct sales, MLM or business marketing vendors.

# **Booth Info**

- This is a market where groups of vendors will be placed at different indoor locations (event spaces, yoga studios, party rooms, etc.) around downtown Lawrenceburg. All locations are within easy walking distance of each other.
- Booth sizes are 8x8, and the booth fee is \$30.
- Vendors will need to provide their own tables and chairs.
- All vendors are expected to present their products in an attractive and professional manner, as it was represented in your application materials. Vendors are not permitted to bring their pets.

## **Application Submission and Acceptance**

- Applications must be submitted by September 13 at <u>www.funnyfarmcoffee.com/holidaymarket</u>. Only complete applications will be considered.
- Decisions on applications will be made after September 13, and vendors will be notified via email by September 17, so be sure to provide a valid email address with your application.
- If you are accepted, you will receive an invoice for the booth fee and additional
  information on policies and procedures for vendors. The booth fee will need to be paid
  within 7 days in order to secure your spot. If it is not received, we will move on to the
  next vendor.

## Waitlist

You may be notified that you've been put on the waitlist. If additional space is available or cancellations occur, we will contact you about having a booth at the market.

#### Promotion

We at Funny Farm Coffee Co are committed to making this event a success! We will carefully review our applicants and choose high-quality vendors with varied products and ensure as little repetition as possible.

We will use our business's social media pages to promote the market to our numerous, highly engaged followers, along with posting on event websites and advertising on Facebook and Instagram. In addition, we have the support of Lawrenceburg Main Street Association and the city of Lawrenceburg, who will also promote the event on their social media. We'll provide vendors with images to use to promote the event on their own social media.

# **Cancellation Policy**

If you as a vendor are not able to attend the market, you will forfeit your booth fee. If Funny Farm Coffee needs to cancel the market, your booth fee will be refunded within 10 business days.

### **Additional Information**

- Vendors are responsible for any licenses, permits, sales tax, and fees as required by law.
- Vendors are responsible for their own insurance (if applicable).
- Funny Farm Coffee Company or Lawrenceburg Main Street are not responsible for any accidents, theft, or lost merchandise.
- We reserve the right to request removal of merchandise that is deemed offensive or not included in application materials.

### Contact

If you have questions, please contact <a href="mailto:kate@funnyfarmcoffee.com">kate@funnyfarmcoffee.com</a>.