

GREEN CRAFT FAIR / MAKER'S MARKET

@ Calvert Green Expo

Saturday, May 3, 2014, 10:00am – 4:00pm

Presented by: The Calvert County Citizens Green Team

Event Location: Anmarie Sculpture Garden & Arts Center

13480 Dowell Road, P.O. Box 99, Dowell (Solomons), MD 20629

<http://www.anmariegarden.org/annmarie2/node/245>

Deadline to apply: April 1, 2014

BOOTH APPLICATION FORM (for sales booths – 3 pages)



ELIGIBILITY: this call is open to vendors who sell goods that are: earth-friendly, salvaged, upcycled, recycled, home grown, homemade, sustainably-harvested, revamped, refurbished, fair trade, **or** organic, etc. This includes eco arts & crafts, home décor, plants, jewelry, pet products, body & health, food, home & garden, bee products, kids' products, toys, fashion, and more!

CONTACT INFORMATION:

How did you hear about this opportunity? _____

Business Name _____ Contact Name _____

Mailing Address _____

Phone _____ Email (REQUIRED!) _____

Website address: _____

REQUIRED PERMITS, LICENSES, & SALES TAX : all vendors are solely responsible for securing the proper county and state permits/licenses. All vendors are solely responsible for collecting and paying the appropriate taxes.

INFO ABOUT YOUR GOODS – Please describe IN DETAIL how your goods fit the theme, what they are made of, who makes them, production process, etc.: (you are welcome to send images of your products):

DOOR PRIZES – Will you donate a door prize for the event? YES! NO

BOOTH INFORMATION: each vendor will get one 10' x 10' space; all spaces are handicap accessible; all spaces are outside. Vendors must bring their own tents and chairs. This is a rain or shine event.

PAYMENT INFORMATION **Booth Fee: \$50 REQUIRED FOR ALL VENDORS – no refunds.**

(Please make checks payable to "Anmarie Garden." No refunds. Returned check fee is \$25)

Booth Fee: \$50 Cash Check/Money Order Visa Mastercard
Payable to "Anmarie Garden"

Tables: **\$15 ea** No thanks, I have my own tables. Yes, I need _____ tables!

Electricity: **\$15** No thanks, I don't need electricity. Yes, I need electricity (you provide 3-prong cords)

TOTAL amount due: _____

Credit Card # _____

Exp. Date _____ CID# _____

Billing address: _____

Name on Card: _____ Signature _____

Send payment and completed application to Anmarie Garden, P.O. Box 99, Dowell, MD, 20629.

THE GREEN CRAFT FAIR/MAKER'S MARKET— RELEASE AGREEMENT

I represent and warrant that I have read and pledge to abide by the most current Maker's Market rules (which are attached). For good and valuable consideration, including being permitted to participate in the May Maker's Market and Calvert Green Expo, the undersigned participating Vendor, for myself and my successors, heirs, assigns, executors, administrators, legal representatives, employees, agents and affiliates and in case of corporation, also its officers, directors, and shareholders (collectively, the "Vendor"), forever releases and discharges Annmarie Garden, Ann's Circle, Inc, the Koenig Private Foundation, the Calvert County Government, the Calvert County Citizens Green Team, the Maryland Forestry Boards Foundation, and each of its officers, directors, employees, agents, assigns, volunteers and affiliates (herein referred to as the "Green Team") from all claims, demands, losses, costs, expenses, suits, damages, obligations, liabilities, and cause of action, whether arising in law or in equity, which the Vendor ever had, may now have, or may hereafter have by reason of any matter, cause or thing whatsoever arising out of or related to the Vendor's involvement in The Makers Market & Green Expo. The Vendor agrees to and does hereby assume any and all risks of personal injuries to the Vendor, including death, and risk of damage to the Vendor's property, caused by or arising out of the Vendor's involvement in the Maker's Market & Green Expo. The Vendor hereby agrees to defend, indemnify and hold the Green Team harmless from and against any and all claims, demands, suits, losses, cause of action, damages, liabilities, obligations, costs, expenses, and judgments (including, without limitation, death and damages to property) caused by the Vendor's acts or omissions or failure to abide by the rules of the Maker's Market & Green Expo arising out of the Vendor's involvement in the Maker's Market & Green Expo. If accepted, The Green Team has my permission to use images of my work or my stand for the purpose of promoting, advertising, and marketing the Maker's Market & Green Expo. The Green Team also has my permission to publish photographs or video taken of me, my booth and my work during the Green Expo for purposes related to promotions of the Maker's Market & Green Expo, past or future.

Vendor's Signature _____ Date _____

Vendor's printed name _____

REMINDER: send payment and completed application to Annmarie Garden, P.O. Box 99, Dowell, MD, 20629.

GREEN MAKER'S MARKET RULES & GUIDELINES

- 1. Advance Application REQUIRED** – all vendors must apply and pay in advance; spaces are assigned on a first-come, first-served basis; absolutely no walk-ins the day of the event. **Deadline to apply is April 1.** Vendors will be notified of acceptance by April 8, 2014.
- 2. Booth APPROVAL** – submission of application form/payment does not ensure acceptance. You will receive an email with your confirmation on or before April 8; if not accepted, you will get a refund.
- 3. Vendors must be present during the ENTIRE event, Saturday, May 3, 2014, 10am-4pm.**
- 4. Cordial & Welcoming** – all vendors are expected to treat all visitors, staff, volunteers, and other vendors with the utmost respect and consideration. We strive to create a warm and welcoming atmosphere for all visitors, regardless of age, race, religion, ability, gender, etc.
- 5. Each vendor is given one 10' x 10' booth.** Booths are 10' x 10' and vendors are responsible for their own set-up and takedown. You must supply your own tent. No spikes or stakes can be used to set up your tent or booth display; no tying of your display apparatus to trees or shrubs. We suggest sand or water weights to stabilize your tent. You can drive your car to the booth for unloading and loading, **but your car CANNOT remain parked at the booth.** The fee for use of 110 volt electricity is \$15.00; artist must bring their own outdoor (3 prong) extension cords. We strongly suggest that you bring a VERY long cord as your outlet may not be nearby. **UNDER NO CIRCUMSTANCES** will we provide a vendor with an extension cord. Tables can be rented at \$15 each. **Vendors must provide their own chairs.**

6. **Permits & Sales Tax** - all Vendors must secure the proper state and/or county permit(s). All vendors are responsible for collecting and paying the required taxes.
7. **Once you have been approved for the event, booth fees are NON-refundable.** There is a returned check fee of \$25.
8. All products sold, or materials distributed, at the event must be **family-friendly**. Any vendor selling products or distributing inappropriate materials will be immediately removed from the event and banned from future participation.
9. Vendors must supply all their **own display equipment and chairs**. **Tables may be rented for \$15 each.**
10. **Vendors who need electric hook-up should indicate this on their application form and pay the appropriate \$15 fee.**
11. Vendor set up time is **Friday, 10am-5:00pm** and **Saturday, 8:00-9:30am**. On Saturday, ALL vehicles **must** be moved to the **Parking Field** by 9:45am. **NO cars can remain in the event area.** All vendor tear down and clean-up must be completed on Saturday by 5:00pm.
12. Each vendor is responsible for **removing ALL their own trash**. This includes boxes, packaging materials, booth supplies and materials, crates, etc. In other words, any items you brought, you must take home. **Please DO make use of the on-site recycling containers 😊!!**
13. **Parking and admission to the Green Expo and the Green Craft Fair/Maker's Market area is FREE.**
14. **Public restrooms are located at the south end of the Studio School building or in the Murray Arts Building.**
15. **Failure to follow these rules will result in expulsion from the Green Expo and the Green Craft Fair / Maker's Market**
16. **Agreement to rules and guidelines** – all vendors must read, agree, sign, initial, and submit the 3 page application form along with payment. Incomplete applications will not be accepted. **Full payment must accompany the form.**

I have read the 2014 three-page application, completed the application, provided payment, signed the release form, and agree to the stated rules and guidelines.

Initial here _____ Date _____

**REMINDER: send payment and completed application to:
Anmarie Garden, P.O. Box 99, Dowell, MD, 20629.**

QUESTIONS: t. 410-326-4640 Email: info@anmariegarden.org.

***THANK YOU for participating in the Green Expo & Green Craft Fair / Maker's Market ---
we hope it is worthwhile experience for you!***