



The Farmers and Artists Market at The Family Room VENDOR APPLICATION

6820 Olney-Laytonsville Road
Laytonsville, MD 20882

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Welcome to The Market!

We are excited to offer a Community Open Market at the LaytonsVillage Center in Laytonsville!

The Market at The Family Room is a Locally Grown and Locally Produced Market celebrating all the best products from Maryland! The Market offers artists and craftsman an opportunity to sell directly in our community. We are always looking for a variety of local artists and craftspeople with unique handcrafted items to join the Market!

*The Market at The Family Room opens **Saturday, May 9, 2020** and runs the **2nd and 4th Saturdays through October 24, 2020** with a special **Holiday Market on Saturday, November 21, 2020**. Hours of operation are **9:00 a.m. to 1:00 p.m.***

Applicants need to apply once per season with the application found on our website at www.familyroomlaytonsville.com.

Market Vendors

We are currently accepting Farmers and Vendors in all categories. Please note the Market is open to handcrafted, local vendors. We do not accept applications for resale or retail items including direct sale and multi-level sales.

Suggested categories include:

Fresh-Produce

Bakery

Artists & Artisans

Flowers/Gardening

Juice / Bars

Woodcrafters

Micro-Greens

Distilled Beverages

Apothecary Goods

Market Participants/Vendors are required to do a Market walk thru with the Market Manager prior to the first attended Market Day. On Market Day, vendors may setup starting at 8:00am and must be set in place and

vehicle moved from the staged area by 8:30am. Vendors are responsible for clean-up of their assigned space and removal of their own trash prior to 2:00pm.

Vendor Spaces are limited to (one) 10 x 10 space unless a vendor requests additional space. **All vendors are required to bring their own tent and 25lb. weights to anchor their tents.**

Once The Market has reached a determined number of vendors, TFR will limit the amount of vendors in each category.

The Market Manager and TFR reserve the right to terminate any/all vendor agreements.

TFR Market Application

Please review and fill in the application below for consideration as a Vendor for The Market @ TFR.

*All information on the application is required to apply. **You must include your Maryland Tax ID and copies of any required permits with the application to be considered as a vendor.***

All Applicants:

Name: _____

Business Name: _____

Business TAX ID / License Number: _____

Mailing Address: _____

Home # _____ Cell # _____

Emergency contact information if any type of emergency arises on Market Day: _____

E-mail: _____

Website: _____

Please indicate your vehicle type and dimensions. All vendors are asked to park in the adjacent parking lot or behind the shopping center to leave room for customers. *Parking on market grounds is limited, you may be assigned an area to park in.

Type: _____ Dimensions: _____

License Plate Number: _____

Artists/ Artisans / Crafters:

Please include a detailed description of your work including photos to review.

All Food Vendors:

Are you licensed as:

- ☐ Artisan Food Maker - ex: snacks, sauces, drinks
- ☐ Meal Vendor or Food Truck - ex: packaged meals or food truck kitchen
- ☐ Baker or Cottage Baker

Do you have a license to sample your products at Market? **Yes** **No**

Please provide a copy of your license.

All Farm/Produce and Food Vendors:

Do you grow or produce all of your items? ☐ **Yes** ☐ **No**

If not, please explain: _____

Type of Farm Practice: ☐

- ☐ Certified Organic
- ☐ IPM
- ☐ Traditional
- ☐ Pesticide Free

Location of Farm/Kitchen/Studio (if different from mailing address):

Prepared food vendors must provide a certificate of insurance (COI). Contact the Montgomery County Department of Health & Human Services at 240-777-3896 to determine if a health permit is required

ITEMS FOR SALE (If necessary, attach an additional sheet. Items not listed may not be sold at the market without prior approval.)

Please also provide us with a short bio about your business (or a link to where we can find one)

New artists and crafters must provide 3-5 current, high-quality photographs of your artwork/craft. **Please select the appropriate category for your participation, and complete the information required for that category.**
Tents, tables and chairs are not included for any vendor.

Select One:

- ☐ Farm
- ☐ Prepared Food
- ☐ Art/Craft
- ☐ Food Truck

Select One:

- ☐ Seasonal Farmer **includes Holiday Market + 12 Markets* - \$250
- ☐ Seasonal Vendor/Food Truck **includes Holiday Market + 12 Markets* - \$300

- ☐ Single Day Farmer - Regular Season - \$25
- ☐ Single Day Vendor/Food Truck - Regular Season - \$30

- ☐ Holiday Market Only Farmer - \$30
- ☐ Holiday Market Only Vendor/Food Truck - \$40

Market fees are used for any and all administrative costs. Additionally fees are used to advertise and promote the Markets with social media, signs, banners, flyers. They are also used to secure free events for the community to enjoy including live musicians, free face painting, free pumpkin painting, and other fun family community based activities to enhance the Market Days.

Market Dates

Second and Fourth Saturdays - May 2020 – October 2020 from 9am - 1pm
Holiday Market is Saturday, November 21, 2020 from 9am - 1pm

ALL APPLICANTS:

I certify that I have read, fully understand, and agree to comply with The Market @ TFR Vendor Information and Regulations, and that the information I have provided on this application is true and complete. I will be personally responsible for ensuring that the use of my space is carried out in conformance with this application. As a participant in the 2019 Market @ TFR, I agree that I, or anyone entitled to act on my behalf, together with the organization I represent (if any), hereby waive and release The Family Room and the organizers of the Market, plus all event partners, sponsors and volunteers, and their representatives, successors and assigns, from all claims and liabilities of any kind arising out of my participation in the Market, even if that liability may arise out of negligence or carelessness on the part of the persons named in this waiver. By signing this application, I authorize my payment to be processed and deposited upon receipt. I understand that if I am not accepted into the market, a full refund will be issued.

SIGNATURE: _____

DATE: _____

Credit card payments will be processed upon acceptance into the Market.

E-mail the application to familyroomgather@gmail.com, and **call Kim or Corinne at 240-489-1463** to provide a credit card number by phone. Applications can also be printed and be mailed or dropped off to us at ***The Family Room - 6820 Olney-Laytonsville Road, Laytonsville, MD 20882***

PLEASE COMPLETE THE APPLICATION AND TURN INTO THE FAMILY ROOM BY APRIL 1, 2020

TFR Notes:

Date Received:

Initials:

Date Processed:

Initials:

Confirmation Sent:

Initials: