

2024 SPECIALTY MARKET APPLICATION

Thank you for your interest in 2024 Specialty Markets! We look forward to working with you. Our market team is here to support you so if you have any questions, please contact us and we would be more than happy to help.

Below is a list outlining your next steps as a vendor.

IMPORTANT INFORMATION

- We currently have 6 specialty markets planned for 2024. Please see dates below.
- Please note that the September Night Market and Christmas Markets will be ticketed.
- Vehicle access is available for unloading and loading, however you will be required to park your vehicle in our parking lot once you are finished unloading.
- There is no minimum number of days required to attend the market. More dates can be added once you sign up if there is space available.
- All Specialty Markets will take place in The Market Building in The Village.

PAYMENT

Vendors are required to make a 50% deposit upon being accepted. This will be calculated based on all accepted dates. Vendor spots will be held conditionally for 7 days until payment is received. The the final balance of each market fee will be due 1 month prior to the market date.

An invoice will be sent to you from the market team and you will be able to make your payment directly online using a credit card. You can also call The Village Studio (431) 482-1538 if you would like to pay over the phone.

- Preferred method of payment is credit card and vendors will be invoiced through our online system.
- We require vendors to make their first deposit upon being accepted. Vendor spots will be held conditionally for 7 days until payment has been made.
- Payment schedule and amounts can be found on your contract below.
- Upon being accepted as a vendor at The Village at Pineridge Hollow Farmers' Market, your credit card is required for security reasons.

CANCELLATION POLICY

Cancellations made more than two weeks prior to the market allows for a refund less a \$25 administration fee per date cancelled.

Cancellations made less than two weeks prior to the market will **not** receive a refund.

In case of sickness, please have a back up to cover your booth as no refunds will be given

Cancellations due to weather will not receive a refund.

ELECTRICAL

Standard electrical outlets will be accessible to vendor booths, you will require an extension cord. Vendors are responsible to bring their own extension cords and tape to hold the cord in place.

LOAD IN & OUT

Load in will be available the morning of each market.

*Please be aware that Pineridge Hollow assumes no responsibility for any loss of products or damage due to vandalism, theft or weather at any time. Your signature is agreement that you are fully responsible for your own product & belongings.

LOAD IN

- Vendors are welcome to start setting up their booths as early as 8:00 AM the morning of markets.
- Vehicle access will be available through the driveway that leads to the back of the The Market Building. Vendors are permitted a short amount of time to unload their items at the back of the building to accommodate closer access before needing to park in our lot for the duration of market hours.
- We ask that vendors move their vehicles once unloading is complete before setting up their booth.

LOAD OUT

- Tear down of booths will begin promptly at 4:00 PM.
- Vehicle access will be available through the driveway that leads to the back of The Market Building. Vendors are permitted a short amount of time to load their items at the back of the building to accommodate closer access.
- We ask that vendors have their booths completely packed up before vehicles can be pulled up for loading.

PARKING

- Vehicle access is made available for unloading and loading, however you will be required to park your vehicle in our main or secondary parking lot once you are finished unloading.

EXPECTATIONS

Vendors are expected to stay for the full duration of market hours. No exceptions will be made.

In order to attract the maximum number of guests we do recommend that you post on your social media accounts a minimum of one post and one story on the platform of your choice for each weekend that you are participating in. We ask that you please tag @pineridgehollow on your posts.

Please be aware that Pineridge Hollow assumes no responsibility for any loss of products or damage due to vandalism, theft or weather at any time. Your signature is agreement that you are fully responsible for your own products & belongings. The proper procedures and security have been put in place to minimize this occurrence from happening.

