

**CITY OF SPANISH FORT  
MARKET DAYS  
2018 GUIDELINES**

- **Market Days are every Saturday, beginning May 5, 2018, through June 30, 2018, from 8:00 a.m. to 12:00 p.m.**
- Acceptance into our Market is strictly product based, and we reserve the right to accept vendors based on: qualifications, quantity, quality and craftsmanship. Items for sale must be home grown, homemade or hand-crafted.
- Baked goods must be in compliance with the Baldwin County Health Department guidelines.
- Body Products must be properly marked as “soap”, “lotion”, etc.
- Completed applications must be submitted in full by 4:30 p.m. Thursday prior to the event.
- No vendor should apply to the market with the intent to engage in: solicitation, marketing for direct sales, collection drives, political or religious activities.
- Applicants must have an active email address to apply to the market. Applicants who do not receive a notification email after submitting this form should contact the City of Spanish Fort at (251)626-4884.
- Market Day Vendors will be placed in their location by the Market Manager. The Market Manager cannot guarantee any particular space to any vendor. Special circumstances, including unique vending needs and accessibility needs as a result of a disability will be considered.
- The Market Day is a Rain or Shine event. The Market Day will not be canceled as a result of inclement weather unless conditions present a serious threat to public safety.
- The City does not provide set up supplies or materials for vendors (tents, extension cords, etc.)
- Tents are required and should be no larger than 10 x 10. Tents are required to have weights on all four legs.
- Each vendor must have a visible sign designating the name of their business.
- The market manager reserves the right to ask vendors to remove items that were not previously reviewed and approved.
- It is the responsibility of the vendor to maintain a clean work space within their assigned area, and to leave the area free of debris.
- Vendors may not use public trash receptacles for disposal of boxes and/or trash. Vendors found leaving trash or debris may not be considered for future markets.
- Vendors are discouraged from using tobacco products.
- The City of Spanish Fort is not responsible for product liability or the paying of sales taxes for individual vendors.
- Setup begins at 7:00 a.m. All vendors must be set up by 8:00 a.m.
- The market ends at 12:00 p.m. and vendors are not allowed to sell any items after this time.
- The Market area is handicapped accessible. If you need help, please plan accordingly and provide documentation in advance.
- The Community Center has restrooms available.

**CITY OF SPANISH FORT  
MARKET DAYS  
APPLICATION**

<b>Business Name:</b>	
<b>Name:</b>	
<b>Phone Number:</b>	
<b>Email Address:</b>	
<b>Mailing Address:</b>	
<b>Products:</b>	

Signed \_\_\_\_\_

Print Name \_\_\_\_\_

Date \_\_\_\_\_