



2019 ARTISANS & PEDDLERS APPLICATION

**Saturday Market - 8 a.m. to 1 p.m.
At White Horse Marketplace
239 Ocean Pkwy, Ocean Pines MD**

About Our Market

Since 2012, the Ocean Pines Farmers & Artisans Market has been a treasured marketplace and become a shopping tradition amongst locals and visitors. It is the quintessential public market, a place where people come not only to purchase fresh foods and arts, but to meet, discover, share and connect.

The White Horse Park Marketplace is full of authentic merchants who display their wares with pride and passion. Quirky and playful characters are found behind the counters, delivering old-fashioned customer service with a smile. We embrace and showcase our farmers, artisans and producers.



It's a foodie's paradise where freshness, quality and diversity are paramount with the large selection of foods from land to sea. We celebrate a philosophy of real food, encouraging our shoppers to cook food that is made from great quality, fresh products sourced from our Green Market merchants, merchants our shoppers know, love and trust.

The Artisans Market features artists and artisans displaying and selling traditional and contemporary crafts and original art. The exhibitors are a fascinating group of people. Meeting the artists, hearing their stories and buying their work is what shoppers love about this section of the marketplace.

We are home to a seriously amazing array of Peddler Merchants with merchandise and services, offering everything from clothing, homewares and second-hand books to upcycled bicycles. It's easy to spend hours browsing and shopping the Peddlers Alley.

With a full calendar of live music, events and activities, the Market is a happy place that celebrates with all the senses. Our shoppers know with a trip to the Market, they'll never know what will be found, but expect it will be full of surprise, moments and wonder.



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I. Merchant Contact Information

Business: _____
(Your market business will be referred to by this merchant name in all market publications and promotions.)

Merchant/Owner's Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell: _____

Email: _____

II. About Merchant

I was referred by: _____

Have you visited the Ocean Pines Farmers & Artisans Market? Yes No

Where are your products sold?

With what other markets or shows do you participate?

III. Participation Package Selection

Please select one of the following Merchant Participation Packages for the Artisans & Peddlers Market:

Special Early Enrollment Offer

Approved Resident or Peak Season participation applications for the 2019 Ocean Pines Farmers & Artisans Market, received from November 1 to December 31, 2018, will receive the Early Enrollment offer of \$100.00 off the enrolled participation package price.

Participation	2019 Package Dates	Season Length	Early Enrollment	Package Price*
<input type="checkbox"/> Resident Merchant	January – December	52 weeks	\$ 400.00	\$500.00
<input type="checkbox"/> Peak Market	April – September	25 weeks	\$ 350.00	\$450.00
<input type="checkbox"/> Day Merchant	January – December	per market day		\$ 25.00
<input type="checkbox"/> Mid-Week Market	June – August	<i>Enrollment opens May 4, 2019</i>		
<input type="checkbox"/> Holiday Markets	October – December	<i>Enrollment opens August 10, 2019</i>		

**Participation Package price does not include the \$25.00 application processing fee.*

IV. Payment

Several options are offered for the merchant to make payment of fees.

- Payment due:**
 - Application processing fee: \$ 25.00
 - Participation Package fee: *(see Section III)* \$ _____
 - Total Due: \$ _____
- Payment method:** Cash, Check or Money Order* Credit Card - complete form below
- Merchant Payment Plan:** *Complete Section V to enroll in the Merchant Payment Plan.*

* Make check payable to: Ocean Pines Association

Credit Card Payment:

Please complete the Credit Card Payment section to authorize the Ocean Pines Farmers & Artisans Market and the Ocean Pines Association to make a one-time charge to your credit card listed below. This credit card Payment Authorization form is destroyed once a payment is approved by merchant’s credit card agency.

Payment Authorization:

I _____ authorize the Ocean Pines Association to charge my credit card account for a one-time payment.

Billing Address: _____

City _____ State _____ Zip Code _____

I authorize the amount of \$ _____

Account Type: Visa MasterCard Discover AMEX

Cardholder Name: _____

Account Number: _____

Expiration Date: _____ CVV2 Code*: _____

*CVV2 Code – 3-digit number on back of Visa, MC and Discover. 4-digit number on AMEX

I authorize the Ocean Pines Association to charge the credit card indicated in this authorization form according to the terms outlined above. This payment authorization is for the Ocean Pines Association per the terms agreed to above only. I certify that I am an authorized user of the credit card and that I will not dispute it with my credit card company; so long as the transaction corresponds to the terms indicated in this form.

By signing the form, you give the Ocean Pines Association permission to debit your account.

Signed: _____ Date: _____

V. Merchant Payment Plan Enrollment

Check the Participation Package for the Merchant Payment Plan in which you are enrolling.

Each of the payment schedules includes the \$25 application processing fee.

<input type="checkbox"/> Resident Market Merchant - \$ 500.00 January through December 2019	Payment Due Dates December 3, 2018 - <i>with enrollment</i> February 2, 2019 April 6, 2019	Amount Due \$ 225.00 \$ 100.00 \$ 100.00
<input type="checkbox"/> Peak Market Merchant - \$ 350.00 April through September 2019	Payment Due Dates December 3, 2018 - <i>with enrollment</i> February 2, 2019 April 6, 2019	Amount Due \$ 225.00 \$ 100.00 \$ 50.00

The Merchant Payment Plan agreement is binding, and failure to meet its terms will allow the Ocean Pines Farmers & Artisans Market, the Ocean Pines Association and its appointed representatives to take certain recourse, and could result in removing the merchant from the market. A merchant’s check that is returned by the bank for insufficient funds and/or a delinquent submitted payment will incur a fee of \$35.00. By signing this agreement, all parties agree to the terms as described above.

Merchant Business: *(please print)* _____
 Merchant / Owner: *(please print)* _____
 Merchant / Owner Signature: _____
Date

VI. Sharing Information

To share information, check the boxes below:

- I grant permission to the Ocean Pines Farmers & Artisans Market to release my phone number and/or email address.
- I grant permission to the Ocean Pines Farmers & Artisans Market to release the street address of my business.

VII. Online Profile

Facebook: _____ Twitter: _____
 Website: _____ Instagram: _____







VIII. Classification of Artisan Business

Select one: Classifications are used when the market shares information about your merchant business at the market.

- | | |
|-------------------------------------|---|
| <input type="checkbox"/> Apothecary | Prepared and sold merchandise. |
| <input type="checkbox"/> Boutique | Small business selling fashionable clothes and accessories. |
| <input type="checkbox"/> Emporium | Selling a variety of goods. |
| <input type="checkbox"/> Gallery | Selling works of art. |
| <input type="checkbox"/> Shop | Place where goods or services are sold. |

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IX. Artisans & Peddlers Sub-Categories

Select all that apply:

3D Work:

The 3D Work category represents those who create sculptural works that include materials that are, but are not limited to, clay, glass, ceramics, metals, wood items and transformed upcycled materials.

Fiber:

The Fiber category represents products created with natural fibers or fabric. The category includes, but is not limited to, weaving, felting, spinning, sewing and embroidery.

House & Home:

The House & Home category applies to artisans who create goods for merchandising and home furnishing. The category includes, but is not limited to, candles, garden art, wall hangings, home decor, clocks, furniture, dinnerware, etc.

2D Illustration & Print:

The broadest of the categories represented at the Ocean Pines Marketplace, the 2D Illustration & Print category applies to those who create one-of-a-kind 2-dimensional creative works, stationery and other paper products, or prints. Mediums and materials may include, but are not limited to, the following: illustration, collage, drawing, painting, printmaking, letterpress cards, digital art, etc. Please note that original designs printed onto other materials (such as paper, clothing, mugs, etc.) qualify as 2D.



Jewelry:

The Jewelry category applies to those who create items that are wearable trinkets. Jewelry may be functional or decorative adornments such as bracelets, necklaces, belts, headpieces and more.

Photography:

The Photography category represents those who use the camera as their main form of creating work with minimal manipulation. Excessive collaging or manipulation should apply in the 2D Illustration & Print category.

Skincare & Grooming:

The Skincare & Grooming category applies to makers who create topical products, oils, bathing items, etc. used for skin, hair and body care.

Vintage:

Harkening back to the days when most clothing and furniture were handmade, this category is for vintage enthusiasts who resell quality antique clothing and/or items in a well-curated, upscale display.

Peddler:

This applies to merchants who are reselling a product made by a source or a representative who sells direct-sales items. Direct sales are accepted on a limited basis.

Describe in detail your peddler product:

X. Photos

Well-taken images of your artisan products are valuable to your application. Focus on capturing the craftsmanship and creativity of your merchandise and displays. Submission of photos is only required for new merchants applying to the market.



Attached:

- Product – What you create.
- Merchant Display – Your merchant setup and displays; how you visually greet your shoppers.

Submitted photos become the property of the Ocean Pines Farmers & Artisans Market and may be used freely, in whole or in part, in any manner or medium.

XI. Methods of Payment Accepted

Besides cash payments, what other forms of payment are accepted from customers?

- Credit/Debit Card Personal Check PayPal Other: _____

XII. Terms and Conditions of Application

Please read the Terms and Conditions of the application and initial:

- All vendor applications submitted to the Ocean Pines Farmers & Artisans Market are subject to review by the market’s management. The market management reserves the right to decline or reject an application without reason. Vendor applications may be declined based on the available openings in a particular vendor category. Declined applications are held on file by the market for one year. If a vendor opening should become available, the market will again review the held applications and may or may not select a new vendor from the held applications.
- I agree to abide by all the rules and regulations of the Ocean Pines Farmers & Artisans Market, as set forth in the Merchant Handbook, available from the market manager.
- I understand that all merchant fees must be paid on time, in full or as per the market’s payment schedule. All merchant fees are non-refundable.
- Once a merchant is enrolled in a Participation Package, the participation status cannot be altered or changed for the remaining market calendar year.
- All merchants must be in place by 7:30am and ready to sell 15 minutes before the opening of the market day. Merchants must remain open and set up until the closing time of the market day. No vehicles may travel in the marketplace during hours of operation.



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- Merchants arriving after the set-up time will only be allowed to participate at the discretion of the market manager. A merchant who disrupts the marketplace by arriving chronically late, after two written warnings, may be expelled by the market manager for the remainder of the market year. No fees will be refunded.
- All new products not approved at time of application with the market must be submitted for screening by the market before introduced for sale at market business. (see 2019 New Product Screening Form)
- Merchants are encouraged to merchandise their products with an attractive display, using baskets, shelves, fabric, etc. Undressed tables are discouraged by the market management.
- Merchants must bring trash bags. Merchants must leave assigned area free of all trash and debris. Trash and extra product must be removed from the marketplace. A trash dumpster is located behind the Ocean Pines Community Center. DO NOT USE THE PUBLIC TRASH CANS LOCATED IN THE PARK.
- Merchants must clearly display a posted sign or list of prices for all items.
- I am aware that the Ocean Pines Farmers & Artisans Market may photograph and/or film my marketplace business, myself, staff and product to promote the marketplace. Should my application be successful, I grant permission for the Ocean Pines Farmers & Artisans Market and the Ocean Pines Association to use any of these images.
- Market businesses may be inspected by market management for conformity to the rules and regulations, on an as-needed basis.

I have read and fully understand the Terms & Conditions as outlined above for the Ocean Pines Farmers & Artisans Market.

➤ _____ Merchant Initials

XIII. Authorized Signature

I agree to indemnify and hold harmless the Ocean Pines Farmers & Artisans Market and the Ocean Pines Association, their officers, agents and all employees and volunteers, from any and all claims for bodily injury and/or property damage, including the cost of investigation, all expenses of litigation, including reasonable attorney fees and the cost of appeals arising out of any claims or suits which result from errors, omissions, or negligent acts of the user, his agents or employees.

I have read and understand the Rules and Regulations that govern the operations of the Ocean Pines Farmers & Artisans Market. I agree to abide by all such Rules and Regulations set forth in the Merchant Application Package and the Merchant Handbook.

Print Name: _____

Signature: _____

Date: _____

XIV. Submit Application

Hand-deliver the Merchant Application Package in person to Market Manager David Bean at the Marketplace or submit by email to flavordrizzles@gmail.com. The application can be mailed to: Ocean Pines Association, Attention: Denise Sawyer, 239 Ocean Parkway, Ocean Pines, Maryland, 21811. Application may be faxed with a cover sheet to Ocean Pines Marketing Department, Attention Denise Sawyer at 410.641.8413, or email to info@oceanpines.org.