

# 2020 KURE BEACH HOLIDAY MARKET APPLICATION

Thank you for your interest in participating in the Kure Beach Holiday Market, located at Ocean Front Park in Kure Beach. Vendor space is limited. To ensure variety and a high level of involvement in the creation of items represented, this is a juried event. For consideration, please adhere to the following application process:

- Read the Kure Beach Market Rules. (Rules are attached to this application form.)
- Fill out this application form completely. Incomplete forms will not be considered.
- **Submit completed application form to Town Hall by Friday, September 25<sup>th</sup> at 5:00 PM.**
- The review of applications will take place in early October. You will be notified by Friday, October 9<sup>th</sup> if your application has been accepted, and for which dates.
- Upon notification of acceptance, you must submit the required fees to Kure Beach Town Hall by Friday, November 13<sup>th</sup> at 5:00 PM. Fees are based on booth size and number of accepted dates.
- You will be emailed a Market Map and other important information the week of the event, mid-week.

<b>Business Name</b>						
<b>Contact Name</b>						
<b>Mailing Address</b>						
<b>Production Address</b>						
<b>Phone</b>						
<b>Email</b>						
<b>Website</b>						
<b>NC State Tax ID (required)</b>						
<b>Need Electricity</b>	YES	NO	<b>Requested Dates</b>	NOV 21	NOV 28	BOTH

**Booth Size Request:**    \_\_\_\_\_ **10'x10'** (\$50/\$90)    \_\_\_\_\_ **10'x15'** (\$75/\$135)    \_\_\_\_\_ **10'x20'** (\$100/\$180)

**Product Categories**

Let us know what you intend to sell at the Market. Please be specific and include pictures of product and/or websites when possible, as reference. See Rules of the Market for more details on what is allowable.


**HOLD HARMLESS**

The vendor agrees to hold harmless the Town of Kure Beach, its agents, officers, and employees from and against any and all liability and expense, including attorney’s fees and claims for damages including but not limited to, bodily injury, death, personal injury or property damages arising from or in connection with vendor operations or its activities carried on under this agreement.

**No insurance is provided by the Town of Kure Beach to participants in the Market.**

I acknowledge that I have been provided with a copy of the “Kure Beach Market Rules” and that I will abide by these rules. I also understand my membership will be terminated for violation of these rules.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Business Name: \_\_\_\_\_

# **KURE BEACH MARKET RULES**

IMPORTANT: Please read and sign the Market application; your signature indicates that you have read, understand, and agree with these rules. Retain the rules for your reference and submit the completed application form to:

Email: [parks@tokb.org](mailto:parks@tokb.org)

Mail: Town of Kure Beach  
c/o Kure Beach Holiday Market  
117 Settlers Lane  
Kure Beach, NC 28449

The Kure Beach Market is sponsored and governed by the Town of Kure Beach. The Market was established to provide a location for local growers, producers, artisans and crafters to sell their goods directly to consumers, to encourage and promote the use of locally grown and produced products, and to enhance the quality of life in Kure Beach by providing a community activity that fosters social gathering and interaction.

The following rules were established to ensure the smooth operation and success of the market:

## **VENDOR EQUIPMENT AND SUPPLIES**

Each vendor is responsible for providing and removing any and all equipment and supplies he or she requires in conducting business on the Market site. This includes signs, tables, chairs, products and equipment utilized for clean-up purposes.

## **VENDOR PARKING**

Designated vendor parking is located off site. Vendors will be notified prior to the Market where the designated vendor parking area is located. Vendors must unload all equipment at the Market site; then move vehicles to the designated vendor parking area prior to setting up your booth space. If able, the Town of Kure Beach will provide a shuttle for vendors between the vendor parking area and event site via golf cart before and after the Market. Parking spaces near Ocean Front Park are to be left available for shoppers.

## **SIGNS**

All signs must remain within the allotted vendor's exhibit space and must not block traffic or pedestrian ingress or egress or interfere with other vendor's display or views. Maximum sign size is 12 square feet.

## **EXHIBIT SPACE**

Market management has full authority to assign exhibit space. Requests for particular sites will be given consideration but management reserves the right to assign and locate all vendors. Spaces will be assigned by 3:00pm on the Friday preceding Market day for all vendors whose fees are paid by that time. Due to the nature of the market area spaces will not accommodate vehicles.

Vendors are prohibited from smoking in exhibit spaces. If a vendor wishes to smoke, they should do so in a location where the smoke will not disturb other vendors or attendees of the Market. All cigarette butts must be disposed of properly.

## **HOURS AND DAYS OF OPERATION**

The Holiday Market will run on Saturday, November 21<sup>st</sup> and Saturday, November 28<sup>th</sup> from 9:00am until 3:00pm. No sales will be permitted during set-up times or past listed closing time. All vendors must remain at the Market site until the 3:00pm closing.

## **SET-UP, CLEAN-UP AND BREAKDOWN**

Set-up starts at 8:00am and must be completed by 9:00am. Unload at the Market site as quickly as possible and move your vehicle to the designated vendor parking area. Set up your booth display after you have moved your vehicle. Breakdown starts at 3:00pm and must be completed, and spaces vacated, by 4:00pm. Any vendor breaking down before 3:00pm is in violation of the Rules of the Market, continued violation could result in being banned from the market. Break down all equipment prior to retrieving your vehicle to allow for quick loading/smooth traffic flow. Vendors are responsible for removing all garbage from their area. Vendor spaces are to be left in the same condition as when vendor arrived.

## **ATTENDANCE**

The Market will operate rain or shine unless the Kure Beach Holiday Market Management determines the weather would pose a public hazard. Vendors must give 24-hour notice to the Kure Beach Recreation Department, [parks@tokb.org](mailto:parks@tokb.org) or (910) 707-2059, if they will be unable to attend a market they have reserved space for. Not giving notice is considered a violation of Market rules. Any issues arising on the day of the Market should be directed to Recreation Department Staff. The Market allows for “acts of God/nature” (equipment failure, car problems, medical emergencies, etc.) Notify Staff as soon as possible in these circumstances. Any vendor not on site by the start time of the market will not be allowed to set up. Vendors are required to remain on site for the entire duration of the Market.

## **VEHICLES AND PRODUCT DISPLAY**

Each booth space must have a sign indicating the name of the business. All products sold must have either individual pricing or display signs indicating price and description of product. A master price list can be substituted for individual product pricing. The use of canopies, awnings and sun umbrellas are encouraged if vendors are assigned spaces in the lawn or brick area and must be secured by weights. There are no stakes to be used in the grass due to the underground water infrastructure. All products must be sold, displayed and stored from a surface above the ground. All vendors must utilize tables, shelves, cases or other structures for these purposes. No vehicles are to be driven on sidewalk areas around the pavilion.

## **PERMITTED MARKET ITEMS**

The following guidelines are set forth to determine whether proposed art and/or crafts are eligible to be sold at the Kure Beach Holiday Market. These are items which an observer of the art/craft can appreciate the technique and execution of the employment of manual skills in its production.

Rules and Regulations:

1. All items must be hand crafted by the vendor or a member of the vendor’s farm or art/craft unit.
2. Items must be the product of a home or cottage type industry using an intermediate type of technology rather than an industrial type production. Examples of unacceptable items would be, but

not limited to: tracings of paint by number, postcards, prints, printed materials, ceramics or pottery from commercial molds, wood carvings using duplicating machines, kits in any form, and any other items which clearly do not reflect originality of design.

3. No mechanical, optical, digital, or electronic reproductions will be allowed with the exception of prints of art or photography originally produced by the vendor.
4. All items must be of excellent workmanship both in quality and design.
5. Market Management may remove an item at his/her discretion that is considered questionable. The Market Committee will review the decision within 30 days and make an official ruling.
6. No franchises, no peddlers, no wholesale, and no resale items are allowed. Vendors are not allowed to carry items made by others. The Committee will resolve any doubt as to the suitability of an item. The Committee reserves the right to conduct an inspection of any market vendor at any time to verify product origin.
7. No soliciting or political or religious activities shall be permitted within the Market area. Displays of public interest, such as nutritional, health or consumer information may be displayed with the permission of the Committee.
8. The Market does not offer exclusive rights to any one vendor to sell any one product as Market customers generally benefit from having a choice.
9. All vendors must comply with and abide by the Kure Beach Market rules and regulations.

## **FEES**

Fees are based on booth size and number of accepted dates [10ftx10ft booth: \$50 one day/\$90 both days; 10ftx15ft booth: \$75 one day/\$135 both days; 10ftx20ft booth: \$100 one day/\$180 both days]. Fees are to be paid in full prior to the assigned deadline. Spaces with electricity are available on a first requested, first served basis. No reimbursement will be made for fees paid if a vendor decides to no longer participate at the Market.

## **DOGS**

The Kure Beach Market is dog friendly; however, all dogs must be kept on a leash no longer than 8 feet and under control of owner at all times. Dog waste must be disposed of properly. Vendors in violation of the dog rules could be asked to remove pet from event site and prohibited from bringing pet to future events.

## **MISCELLANEOUS**

Vendors are responsible for collecting/remitting their own sales tax. Vendors are responsible for all permits required by North Carolina or New Hanover County to sell their products. No live animals may be sold or given away at the Market. Vendors must comply with all laws, ordinances and regulations of the United States, State of North Carolina, New Hanover County and Town of Kure Beach. All rules are subject to revision periodically.

## **ENFORCEMENT OF RULES**

The Kure Beach Market Committee is responsible for enforcing the Market rules. Possible violations will be discussed, and resolution made. Continued violations will result in being banned from the Market with no reimbursement of fees paid. Vendors selling prohibited items will be asked to remove those items from sale or leave the Market. Any vendor challenging another vendor's product's legitimacy or conduct must file a written complaint with the Committee, giving the name of the vendor and the product or situation they feel may not be in compliance with Market policies. The complainant must date and sign their name to the complaint and the Committee will then resolve the issue.