



VENDOR APPLICATION 2020

ALWAYS SUNDAY, 10:00am to 3:00pm

Please check the dates you'd like to be considered for. Must include one outside of the holiday Nov-Dec dates.

- February 9th April 26th
- June 7th September 27th
- November 22nd
- December 6th 20th

APPLYING:

- Attach 2 to 3 photos showing setup or featuring products. Applications without photos will not be accepted. Applicants will receive a decision within 48 hours of complete application including all supporting materials.
- The application process is rolling, accepting applications until capacity is reached, waitlist available. No specific space is guaranteed. Once approved, a contract and Market date details will be sent.
- If accepted, fees must be **PAID IN FULL** with returned contract to guarantee a spot at the Market. Any unpaid slots will be available on a first come, first serve basis to waitlisted vendors.
- Rates: **\$100** per booth Jan. to Oct. **\$150** per booth Nov. to Dec.

PLEASE NOTE:

FOOD VENDORS

require a yearly license or one day event permit through the City of Portland
Additional fees may apply.

Proof of insurance is required for **ALL VENDORS** prior to the event.

SEND APPLICATION TO: Makers@ThompsonsPointMaine.com

Name: Business Name:

Address: State: Zip:

Email: Phone:

Website:

Social Media Accounts:

BOOTH FOOTPRINT: 11 x 11 Different Size? Explain:

PREFERRED PAYMENT METHOD: CREDIT (PAYPAL) CHECK

PLEASE DO NOT SEND PAYMENT AT THIS TIME.

ADDITIONAL VENDOR INFORMATION

VENDOR DISPLAYS: Vendors are responsible for providing their own materials for their displays including tents, tables, chairs, etc. Displays are expected to be neat and professional, keeping with the boutique environment. Any commercial table must be covered with fabric or cloth. We encourage vendors to have signage and make their displays unique and eye catching. Vendors are responsible for leaving their area just as it was upon arrival. Table rentals available for \$20 and must be reserved ahead of time.

PLEASE NOTE: Thompson's Point **DOES NOT** assume any responsibility or liability whatsoever of vendors property from damage, theft, fire, malicious mischief, accident, wind, rain or any other weather or occurrence. Please lockup or remove any items of value when away from your space.

SETUP: All vendors **MUST** check-in upon arrival. Check-in and arrival times are as follows: 8:00am to 9:45am. No vendors will be allowed to check in past 9:45am, no exceptions! Vendor vehicles must be parked in the vendor lot when arriving on Sunday.

BREAKDOWN: Vendors must stay for the entire extent of the Market, early breakdown is not permitted. Vendors should be loaded out by 4:30pm. Nothing should be left behind when you leave. Please pickup all trash and belongings.

By sending this application, you agree to the rules, regulations and terms outlined above.

THE NITTY GRITTY:

- It is up to each vendor what they choose to accept as payment but we highly encourage credit card processing if possible. There are ATM's on site for cash purchases.
- Vendors are responsible for tracking and collecting Maine sales tax on all taxable items.
- Vendor booth and locations are assigned on a first come, first serve basis. There is no guarantee a same booth will be given every time.
- NO illegal substances or weapons are allowed at any time. No smoking is permitted.
- There are restrooms on site for vendors and guests.
- Food onsite is not guaranteed, please plan accordingly.