



2020 Fall Outdoor Market Vendor Application

Mondays from 3pm-7pm: October 5th - Nov. 23rd | Walden Galleria

WEEKLY COST PER SPACE CHAMBER MEMBER: \$30 NON-MEMBER: \$40	FULL SEASON DISCOUNT CHAMBER MEMBER: \$220 NON-MEMBER: \$320
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****New Member Special! Full season PLUS One-year Connecting Level chamber membership (value \$225) for your business: \$375***

COMPANY NAME: _____

MY COMPANY IS: **A CHAMBER MEMBER** **A NON MEMBER** **TAKING ADVANTAGE OF THE NEW MEMBER SPECIAL!**

✓ Please check which Mondays you will attend or if you plan to participate the full 8 weeks.

- | | | |
|--|--|---|
| <input type="checkbox"/> October 5th | <input type="checkbox"/> October 26th | <input type="checkbox"/> November 9th |
| <input type="checkbox"/> October 12th | <input type="checkbox"/> November 2nd | <input type="checkbox"/> November 16th |
| <input type="checkbox"/> October 19th | <input type="checkbox"/> Full 8 Week Season | <input type="checkbox"/> November 23rd |

TOTAL PAYMENT DUE: _____

FIRST & LAST NAME: _____

PHONE NUMBER ON-SITE: _____

EMERGENCY CONTACT (optional): _____

EMAIL: _____

PRODUCTS YOU'LL BE SELLING: _____



2020 Market Rules & Regulations

After reviewing the information below, sign and acknowledge that you agree to the terms, and return accompanying page with your application.

Vendors will not be able to participate without a signed acknowledgement.

- Each space will be 10' x 10', and vendors may purchase up to 3 spaces. Applications are based on a first come, first serve basis.
- Vendors are responsible for obtaining and visibly posting all necessary State, County, and local permits and licenses that are legally required to operate their business.
- The Cheektowaga Chamber of Commerce and the Walden Galleria reserve the right to limit Market participation to preserve quality, balance of good selection, integrity, and conflicts of interest.
- All vendors MUST be set up and ready to sell by 3:00pm. Vendors may begin to set up at 1:30pm. Spaces will be assigned, and you may communicate any preferences with Chamber staff. While we cannot make guarantees, we'll do our best to accommodate. *No late set up or take down unless you have permission from Chamber Staff to do so.*
- All vendors are required to carry a minimum of \$1,000,000 liability insurance and submit a Certificate of Insurance to Chamber Staff with:

CERTIFICATE HOLDER:

PYRAMID WALDEN COMPANY LP
C/O THE PYRAMID COMPANIES
4 CLINTON SQUARE
SYRACUSE, NY 13202

ADDITIONAL INSURED:

THE CHEEKTOWAGA CHAMBER OF COMMERCE, IT'S
DIRECTORS, OFFICERS, STAFF, AND AFFILIATES
2875 UNION ROAD, SUITE 7A
CHEEKTOWAGA, NY 14227

- Space will be provided. Vendors are responsible for providing any tables, chairs, tents, display stands. Please clean up after yourselves, and leave the area as you found it when you arrived. No smoking is allowed on or near the market grounds.
- All products must be clearly labeled with adequate signage and pricing markers.
- Vendors must remain at their designated spaces to sell products. Hawking or other verbal solicitations are not permitted. Vendors may not infringe or encroach on surrounding spaces. Please be respectful of all businesses and vendors on site!
- Vendors must pre-pay for your space in advance. It is imperative to the integrity of the market and the experience of attendees and your fellow vendors that you set up on the Mondays you have committed to. *In the event of an emergency, please contact Chamber staff at 716-684-5838.*
- Market will take place rain or shine. In the case of lightening or other extreme weather conditions it will close and all vendors will be notified by Chamber Staff.
- The Cheektowaga Chamber of Commerce and the Walden Galleria will be heavily marketing the events in many different ways. We encourage vendors to share their participation on social media!

CONTACT: KRISTINA GROFF | kgroff@cheektowaga.org | 716-684-5838



2020 Market Rules & Regulations

COVID-19 PRECAUTIONS & SAFETY PROCEDURES

We know this year has presented new challenges, and we appreciate your support as we work together to ensure the health & safety of all involved. We are stronger when we work together!

- Face coverings **MUST** be worn at the market. Anyone who is over age two and able to medically tolerate a face-covering must cover their nose with a mask or cloth face covering.
- Vendors must have a copy of their NYS Business Safety Plan in place and on premises in order to participate. For questions or assistance on this visit www.forward.ny.gov or contact the Chamber Staff.
- All vendor spaces will be spaced 6FT apart, and customer traffic will be monitored to eliminate congregating and promote social distancing between customers.
- On-site sampling is **NOT** permitted. Pre-packaged samples may be provided to consumers for off-site consumption.
- Do not permit customers to spend an excessive amount of time near your booth, and limit the number of customers permitted at your table at one time to allow for proper social distancing.
- Do not set up your display tables in a way that creates close or confined spaces where social distancing cannot be maintained.
- Do not allow customers to place personal objects, such as reusable bags, money, purses, or cell phones, on vendor tables.
- Frequently clean and sanitize surfaces and other frequently touched points of contact, including point of sale terminals. Touchless payment methods are encouraged when possible.
- Frequently clean hands; gloves are recommended while handling products.
- A Market Information booth will be on site and will have hand sanitizer available for vendors and consumers along with a limited supply of extra masks. Chamber of Commerce will provide signage encouraging safety protocols.

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**SIGN & RETURN THIS FORM WITH YOUR COMPLETED
VENDOR APPLICATION, PAYMENT, AND INSURANCE CERTIFICATE**

I acknowledge that I have read, understand, and will adhere to all rules and regulations for the 2020 Cheektowaga Farmers Market.

I understand that failure to abide by these rules could result in removal from market participation for the season and future events. Further, I agree to be respectful of the market rules, organizers, and fellow vendors while participating in this inaugural market.

I understand that the Cheektowaga Chamber of Commerce staff, Walden Galleria Staff, and volunteers will do their best to accommodate my needs. Chamber and Walden Galleria Staff have the authority to make any final decisions to ensure the success of the market.

PRINT FIRST & LAST NAME: _____

BUSINESS NAME: _____

SIGNATURE: _____

DATE: _____

Payment Information:

CHECK PAYABLE TO:
CHEEKTOWAGA CHAMBER OF COMMERCE
2875 UNION ROAD, SUITE 7A
CHEEKTOWAGA, NY 14227

SEND ME AN INVOICE

CREDIT CARD
*Request online payment link or
call Chamber office with card
info at 716-684-5838.*

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