



Under the Water Tower at
117 North Main Street, Covington TN 38019
901 476 9727 or lauren@covington-tiptoncochamber.com

2018 Vendor Application

Thank you for your interest in becoming a vendor at the Court Square Farmers Market!
Please read over the information below *before* completing your application.

1. The Market season will run from late April through November. Hours of operation will be Tuesdays from 8:00am – 2:00pm, Thursdays from 12:00pm – 6:00pm, and Saturdays from 8:00am until 2:00pm. Set up can begin up to one hour before the market opening time.
2. Types of vendors permitted to sell at the Covington Court Square Farmers Market:
 - a. Produce
 - b. Value – Added Food Products
 - c. Plants
 - d. Hand Crafted Items
3. Vendor fees are structured at \$5 per day, \$60 per month, and \$285 for the season for each 10ft x 10ft space. This is a promotional price and subject to change.
4. Vendor locations will be assigned in the order of received applications. Full season vendors have first option on rental space. If a vendor has not occupied their space by start of the market, the booth may be rented to an alternate vendor for that day.
5. The Court Square Farmers Market is a “rain or shine”, outdoor market.
6. All vendors must display a sign with business name, phone number, and address.
7. We promote locally grown and produced items. Any product not produced or grown in Tipton County must have a sign stating the location where it was produced or grown. Your signature on the application confirms that your items are locally produced when applicable.
8. All products sold at the Court Square Farmers Market must meet all USDA, State of Tennessee food safety regulations and comply with local Health Department rules.
9. The collection and filing of all necessary taxes is the sole responsibility of the vendor.
10. Vendors are responsible for purchasing all proper business licenses necessary for conducting a local business.

OVER
(See reverse side for remaining policies)

11. Any vendor selling products by weight must provide State of Tennessee certified scales.
12. All vendors are required to display prices for all goods sold at the market.
13. In order to improve marketing efforts and prove the value of our Market to community stakeholders, it is requested that each vendor cooperate in statistical data gathering related to the Market including, but not limited to, visitor attendance, vendor attendance, Market sales (submitted anonymously), etc.
14. Market Manager has the authority to prohibit the sale of any product that does not conform to the Market standards.
15. The parent or guardian for any vendor under the age of 18 is required to complete a vendor application as a co-applicant with the minor vendor.
16. Vendors will supply their own chairs. All vendors are responsible for maintaining their space in a safe and sanitary condition, welcoming to all visitors. All stalls must be clean upon take-down, prior to leaving the Market.
17. Vendors are expected to present themselves and their stall in a clean and professional manner. We ask that all vendors use table cloths on all tables in their stall.
18. Vendors are required to keep their products, chairs, tables and equipment, etc. inside their rented stall boundaries.
19. Vendors are responsible for the safeguarding of their products, supplies, money and personal belongings. The Court Square Farmers Market is not responsible or liable for any loss or theft.
20. Calling attention to your product in a loud public manner and/or acting disruptive to others with loud music, obnoxious behavior, etc. will not be tolerated.
21. Tobacco products and alcohol are prohibited at the Court Square Farmers Market facility.
22. Live animals are not allowed at Market unless they are service animals.
23. Bathrooms are located across North Main Street, next to the Court Square Park.
24. No bicycles, skateboards, scooters, or other means of transportation are allowed inside the market unless required by physically handicapped individuals.
25. Failure to follow the guidelines of the Court Square Farmers Market will result in dismissal or suspension.
26. No refunds will be issued to anyone dismissed or suspended from the Court Square Farmers Market.

**Court Square Farmers Market
2018 VENDOR APPLICATION**

Contact Information

Name: First _____ Last _____

Farm or Business Name: _____

Preferred Phone #: _____ Alternate Phone #: _____

Email Address: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Farm or Business Address if different from above

Street Address: _____

City: _____ State: _____ Zip Code: _____

Market Participation Information

Please indicate the category of items you plan to sell at the Market by checking all that apply.

____ Produce ____ Value – Added Food Products ____ Plants ____ Hand Crafted Items

List anything that you will be selling at the Market. Please be specific and feel free to attach a list if more space is needed.

**Court Square Farmers Market
2018 Vendor Application Continued**

ACKNOWLEDGEMENT OF MARKET POLICIES/PROCEDURES:

I certify that I have read the provided information and understand that all required paperwork must be submitted prior to the first day of participation. I certify that the information that I provide is a true and correct. I understand that if the product(s) I sell are not grown or produced in Tipton County, I must provide signage that states where it was grown or produced. I also understand that it is my responsibility to clean up my space upon my tear-down prior to leaving the Farmers Market. I further agree to abide by all the aforementioned guidelines of the Covington Court Square Farmers Market. I further acknowledge my responsibility to understand and abide by all federal regulations, state laws, and city ordinance regarding my participation in the Covington Court Square Farmers Market.

Signature of Applicant: _____

Signature of Co –Applicant: _____

Printed Name: _____

PHOTO/VIDEO USE RELEASE:

I hereby grant the Covington Court Square Farmers Market, Covington Economic Development Corporation, and Covington – Tipton County Chamber of Commerce and any and all of their agents, representatives, and assigns the irrevocable and unrestricted right to use, reproduce and publish photographs and/or videos of me, including my image and likeness as depicted therein, hereto, for editorial trade, advertising, or any other purpose and in any manner and medium, and to alter the same without restriction and to copyright the same. I hereby release the Covington Court Square Farmers Market, Covington Economic Development Corporation, and Covington – Tipton County Chamber of Commerce and its trustees, officers, employees, agents, legal representatives and assigns from any and all claims actions, and liability relating to its use of said photographs and/or videos.

Signature of Applicant: _____

Signature of Co –Applicant: _____

Printed Name: _____

LIABILITY RELEASE:

I covenant to hold harmless, release, and indemnify the Covington Court Square Farmers Market, The Covington Economic Development Corporation, and the Covington - Tipton County Chamber of Commerce and any and all of their agents, representatives, and assigns from any and all acts that result in damages to any person or property resulting from my participation in the Covington Court Square Farmers Market. I further covenant to hold harmless, release, and indemnify the above referenced parties from any and all liability with regard to breaching and federal regulation, state law, or local ordinance regarding my participation in the Covington Court Square Farmers Market.

Your Signature: _____

Signature of Co-Applicant: _____

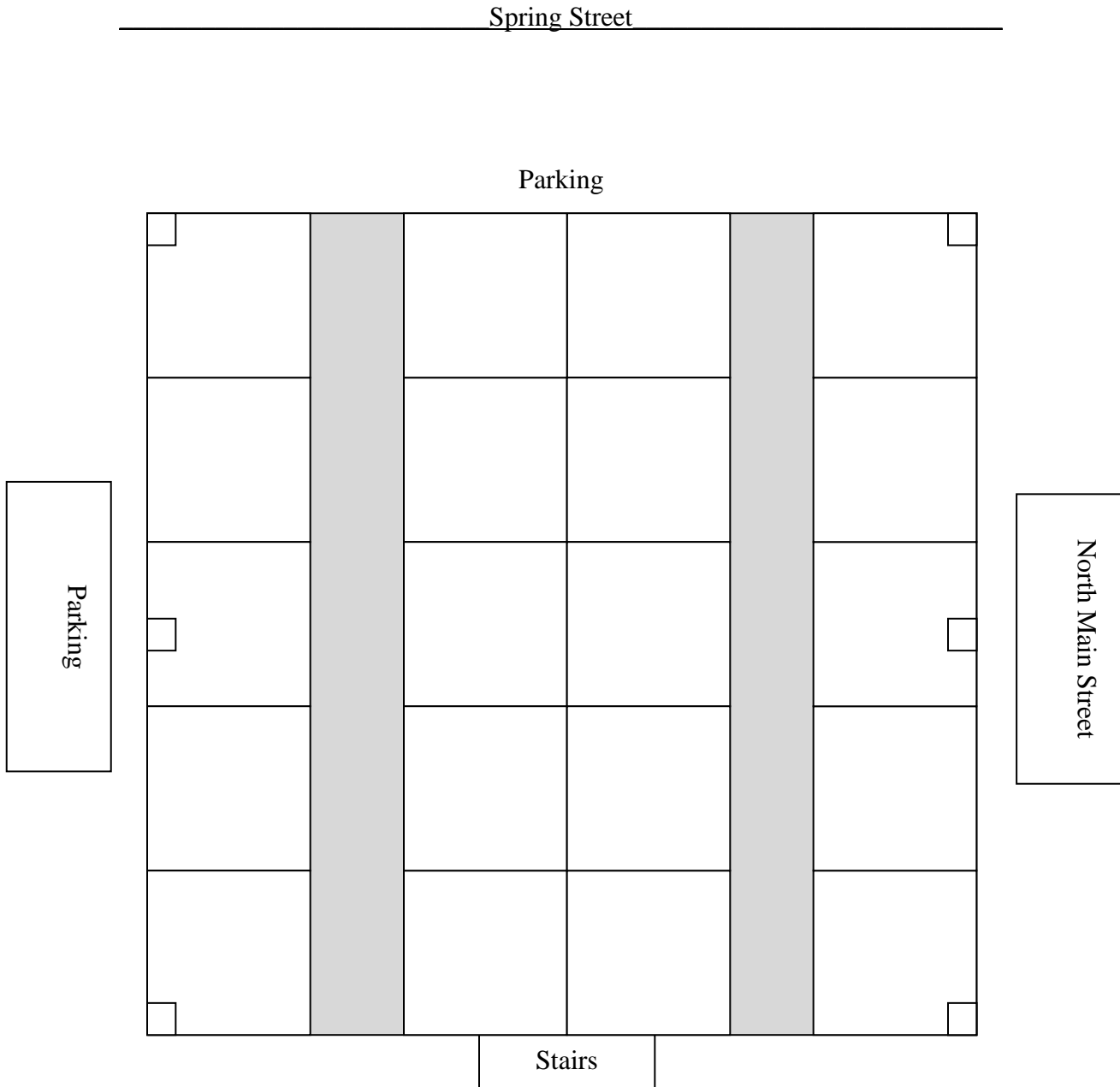
Printed Name: _____

Diagram of Court Square Farmers Market

Each vendor space measures approximately 10ft x 10ft. Please indicate your 1st, 2nd, and 3rd vendor space choices. Space assignment occurs in the order that we receive your application with local food vendors receiving priority.

Denotes a pillar with an electrical outlet.

Denotes walking aisles.



Send Completed Applications to:
Court Square Farmers Market
106 West Liberty Avenue
Covington, TN 38019