



- One 10' x 12' Booth - \$30
- Two 10' x 12' Booths - \$75

Date Received: _____

Accepted

Waitlisted

Denied

Booth # _____

Event Coord. _____

APPLICATION

Name _____ Business Name _____

Business Address _____ Website/Facebook Link _____

Phone _____ Email _____

Please list the items you plan to sell at the market:

GUIDELINES

Merry Market is a product of the City of Madison. Anywhere the term Merry Market is used, that term also means the city of Madison, Mississippi. The Merry Market celebrates the spirit of the season by offering a festive atmosphere where vendors showcase handcrafted goods and unique gifts. To ensure a joyful experience for all participants, we have established some basic rules of operation. These guidelines are designed to promote fair and equal opportunities for all vendors while providing an enjoyable shopping experience for visitors. The Merry Market reserves the right to modify these guidelines at any time to better serve the goals of the event. After your application has been reviewed, you will receive an email notifying you of your acceptance or denial into the market. Once approved, vendors will pay a booth fee. No booth space will be reserved until payment is received. Payment instructions will be provided following the approval of your application. Space is limited, and applications will be reviewed and applicants will be notified by email. All payments for booth spaces are non-refundable, but may be applied to future markets.

HOLD HARMLESS AGREEMENT

I, _____, on behalf of _____ (organization), its agents, servants, employees, and representatives agree to fully defend, indemnify, and hold harmless the City of Madison and its employees, agents, and officials with respect to and from and against any and all claims, demands, causes of actions, damages, injuries, fees, expenses, penalties, lawsuits, judgements, and orders, including, without limitation, attorneys' fees, which in any way arise out of or relate to any acts of omission or commission of or attributed to _____ (organization) and/or its agents, servants, employees, visitors, invitees, guests, and representatives, including but not limited to, those asserted as negligent, gross negligent, and/or intentional.

Name _____

Signature _____

MERRY MARKET RULES OF OPERATION

- Merry Market is a non-smoking establishment.
- All animals must be kept on leashes.
- Hours of operation: 9:00am - 4:00pm.
- Commercial displays of logos other than those of Vendor, Market or sponsors are not allowed.
- Vendors are responsible for their own setup of tents (must be weighted down), tables, chairs, tablecloths, scales, bags for consumers, and display containers.
- No tents may be shared by anyone other than the listed applicant.
- Vendors are encouraged to post their business signs or name.
- Vendors are responsible for setting their own pricing and for collecting payment for their own products.
- Any exchanges and/or refunds are at the vendor's discretion.
- Vendors will maintain their spaces in a clean and sanitary condition and are responsible for disposing of any debris at the close of business.
- Cancellation of the market due to weather or other conflict is at the discretion of the Market Manager; booth fees will not be refunded but may be applied to a future event.
- Electricity will not be provided for vendors.
- No vendor shall play loud music, radios or anything that would be disruptive to other vendors or customers.
- No alcohol, controlled substances or gambling allowed anywhere on the Market grounds.
- Any vendor under the influence of drugs or alcohol is subject to expulsion from the Market.
- Fraudulent, dishonest or deceptive practices carried on at the Market should be reported to the City and may result in revocation of permission to sell at the Market.
- Any variation from the Rules, Regulations and Responsibilities may preclude a vendor's right to use the Market.
- The city has the authority to enforce these regulations and to exclude non-conforming vendors.
- **Sales Tax:** Vendors are responsible for collecting, reporting, and paying their sales tax to the City at the conclusion of the event. You will receive a packet when you check-in for the event. Taxes must be paid in cash or check.
- Permitted Items: Merry Market promotes the sale of original artwork, crafts, and gift items.
- Set up
 - Tents must be set up by 8:15 am on the day of the market.
 - The City makes final determination on booth assignments.
 - You are required to be set up by 8:45 am on the market day.
 - You may pull up to your spot and unload, but your vehicle must be moved before you setup/decorate your booth. No vehicles will be allowed to enter the market area after 8:15 am until the market concludes and Madison Police deem the roadway safe.
 - All vendors are expected to stay for the duration of the market.
 - If you arrive after 8:15 am, please be prepared to transport your items from the parking lot to your tent.
 - Space is limited, please be respectful of all that goes into the market from our staff, and notify us if you can not attend **72 hours prior** to the market. Failure to notify the City prior to **72 hours before** the event will result **denial of future participation.**

By signing below, you agree that you have received a copy of the rules and regulations. You agree that you understand the rules and regulations and agree to abide by them.

Signature _____ Date _____