

The Tontitown Market 2023 Vendor Guidelines

Market Overview

The Tontitown Market will be held on Saturdays from 8am-1pm. The Tontitown Market season opening day is May 6, 2023 and will be open every Saturday until closing day on September 30, 2023. (We will have a scheduled day off on August 5th due to the local Grape Festival festivities.) Vendors may begin setting up at the Harry Sbanotto Park in their designated spots any time after 5am on market day. All booths must be set up by market opening time.

The Tontitown market will be held in the Harry Sbanotto Park at 235 E. Henri de Tonti Blvd in the heart of Tontitown. All vendors must comply with park rules and regulations. For questions regarding these rules, please contact Tontitown City Hall.

The Tontitown market has a limited power supply available. If you need electricity for your booth, please indicate this on your application and we will try to accommodate.

Fees (non-refundable)

Application fee \$5.00 (due when application is submitted) *

2023 Season Pass \$25.00 (due the Friday prior to you setting up at the Market for the first time)

One day Pass \$5.00 (due the Friday prior to you setting up at the Market)

*Applications will not be reviewed until the application fee has been paid. Farmers, non-profits with 501c3 status (proof of non-profit status required with application), and child vendors (ages 15 and younger) will not be required to pay fees. Every child vendor under the age of 15 must have adult supervision.

Vendor application process

- Vendors' applications will be accepted on a rolling basis throughout the market season.
- Vendors can fill out the application online or return it to Leslee at City Hall Monday – Friday 8am to 4:30pm.
- All vendors and the products they are selling must adhere to all state regulations.
- Vendors must list all items they intend on selling on their market application.
- Vendors must submit a signed vendor guidelines agreement form with their application.

Product and Operation Guidelines

➤ All booths and displays are subject to approval. Displays that are suggestive of alcohol, drugs, cigarettes, sex, weapons, illegal activities, etc will not be allowed. All displays must be family friendly.

➤ Vendors are responsible for adhering to all state farmers' market rules and regulations.

A comprehensive review of these rules and regulations can be found at:

https://www.healthy.arkansas.gov/images/uploads/pdf/Homemade_Food_Guide_FINAL.pdf and

https://www.healthy.arkansas.gov/images/uploads/pdf/FarmersMarketGuidelinesRevised_9-24-21.pdf

➤ Items sold at the market must be grown by the farmer or created by the artist and cannot be resold at the market.

➤ Pets are welcome at our market; however, vendors are not permitted to sell animals.

➤ All pets must be on a leash and all pet owners are responsible for their own pets. This includes picking up after their pets, any items destroyed by your pet, etc. The Tontitown Market is not responsible for any pets at the market.

➤ Each vendor must have signage posted at each booth with the name of the booth, business, etc visible.

➤ Each vendor must display all accepted forms of payment at their booth.

➤ All vendors are responsible for the set up and take down of their booths as well as any debris in the area.

➤ It is the responsibility of the vendor to provide a copy of all applicable licenses, permits, etc. to the market director prior to opening market day.

I have read and agree to abide by the Tontitown Market 2023 Vendor guidelines.

Booth Name: _____

Vendor's Name (printed) _____

Signature: _____

Date: _____