



## Town of Mount Pleasant Holiday Market and Craft Show

The Town of Mount Pleasant invites all interested food vendors, artists and craft vendors to submit applications for its Holiday Market & Craft Show. **Entry deadline is September 7, 2019 (postmarked).**

### DATE, TIME & LOCATION:

Saturday, December 7 from 11:00 a.m. to 4:00 p.m. at the Farmers Market Pavilion at Moultrie Middle School on Coleman Blvd. The Holiday Market & Craft Show is an outdoor event and there are no rain dates. Setup begins at 8:00 a.m. and booths may not be broken down until 4:00 p.m. All vendors must remove their booths by 5:00 p.m. If you breakdown your booth early, you will not be allowed to apply for future markets.

### IMPORTANT:

Vendors will be selected based on a percentage of each type of craft to help create a balanced show and maximize the opportunity for all participants to sell their crafts. Please be specific in your descriptions of what you sell. Any crafts person or artist age 18 or older may submit an application. Applicants must submit **FOUR photos (minimum) - two of recent work** representative of what will be sold during the event, **one of booth display & one of work space**. This is necessary for selection purposes. Quotas exist for each category in order to present an interesting, diverse and balanced show for the public. All entries will be juried simultaneously with the best entries in each division selected. Make certain your photos present your best work and a cohesive body of work. These photos may be utilized for advertising including social media, websites and/or print. Faxed applications will not be accepted. Slides, CDs or website links are unacceptable and will void application. **DO NOT SEND BOOTH PAYMENT WITH APPLICATION. PAYMENT IS DUE AFTER ACCEPTANCE; PREPAYMENT WILL VOID APPLICATION.**

### ACCEPTABLE TO MARKET:

**Craft Vendors:** Original works in any category listed on application. The participating artist must be the one who conceived the design and executed the finished product. Commercial or mass-produced items are not acceptable.

**Farmers:** Produce grown on your farm (at least 40%) and produce indigenous to the State of South Carolina.

**Prepared Food Vendors:** Food products must be prepared by the vendor, who must adhere to DHEC or Dept. of Agriculture rules and regulations. DHEC will be onsite the day of the event. All prepared food must be made in a DHEC-approved kitchen. Please list kitchen address on the application. Cottage Law vendors are not accepted.

### BOOTH SPACE & TENT INFO:

All booth spaces will be 10' x 10' although there may be some irregularities due to trees, etc. **Electricity is not available.** All participants must supply their own booth materials such as tables, chairs, tents, etc. Please do not set up before confirming space location with event staff. You may be moved if set up incorrectly. Vendors are strongly encouraged to bring a pop-up tent (10' x 10' MAX). Your display must stay within the 10' x 10' space. The Town will not supply any tents. Please indicate any special location requests on your application and we will try to accommodate. Displays over 4.5' tall cannot be set up under the pavilion and must be in a tent space.

### COST:

**Do not send booth payment with application. Payment is due after acceptance and prepayment will void application.** The cost of each booth is \$30.00, payable after market acceptance. Booth Fee payable to TOMP must be postmarked **between** 10/1/19 - 10/7/19 or your space will be **forfeited**. If for some reason you are unable to attend the Market, you may request a full refund of your booth entry fee no later than Nov. 21.

### NOTIFICATION OF ACCEPTANCE:

Notification of acceptance will be sent to applicants by October 1<sup>st</sup> via e-mail. Booth assignments and detailed setup and break-down instructions will be e-mailed by November 15<sup>th</sup>.

### PERMITS:

A Town of Mount Pleasant Business License is **not** required to participate in this event. The Town of Mount Pleasant purchases an umbrella permit to cover all vendors for the day. All vendors **must have a SC Tax Revenue License**. All licenses and permits must be displayed on event day at your booth.

### TO ENTER, SUBMIT ONLY THE FOLLOWING:

- **Completed application mailed to Town of Mount Pleasant Holiday Market, 391 Egypt Rd, Mt. Pleasant, SC 29464.**
- **FOUR photos (two of the type of work you intend to exhibit, one of booth setup & one of your creative work space).** Color computer printouts are acceptable. Label each photo with your name as it appears on the application. Multiple photos may be printed per sheet of paper. Photos may be used for market promotion. **PHOTOS WILL NOT BE RETURNED. Web links are not accepted in place of photos.**

### UNACCEPTABLE TO MARKET:

**Farmers:** Produce brokers, other than farmers who grow a minimum of 40% of what they sell.

**Food Vendors:** Food kits or products purchased in bulk and packaged for resale.

**Craft Vendors:** Imports, kits, unfinished work, manufactured leather or decoupage. Commercial or mass-produced items are not acceptable.

**Distributors** are not allowed.

**Please keep this information sheet.**

All questions or concerns should be directed to the Town of Mount Pleasant Special Events Office via email at [events@tompsc.com](mailto:events@tompsc.com).



# TOWN OF MOUNT PLEASANT HOLIDAY MARKET & CRAFT SHOW VENDOR APPLICATION

**Mail to:** Town of Mount Pleasant  
Holiday Market  
391 Egypt Rd.  
Mount Pleasant, SC 29464

**Entry Postmark Deadline: SEPTEMBER 7, 2019**  
**Application must include photos.**

**Do Not Mail Payment with Application**

Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/St/Zip: \_\_\_\_\_

Primary Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

SC Tax Revenue License Number \_\_\_\_\_

(License must be onsite the day of the event for inspection.)

**Please check all that apply:**

\_\_\_\_ Farmer \_\_\_\_ Craft Vendor (Non-Food) \_\_\_\_ Food Vendor: *Baked* \_\_\_\_ *Packaged* \_\_\_\_ *Ready to Eat* \_\_\_\_

Will you be bringing a 10' x 10' tent to the event (recommended): \_\_\_\_ Yes \_\_\_\_ No

Is your set-up or display higher than 4.5 ft? \_\_\_\_ Yes \_\_\_\_ No

**Average price of crafts, artwork or food product: \$** \_\_\_\_\_

## CRAFT VENDORS AND ARTISTS

Please Categorize Your Work (check up to 2 categories):

- |   |   |   |                                       |
|---|---|---|---------------------------------------|
| <input type="checkbox"/> Basketry       | <input type="checkbox"/> Floral           | <input type="checkbox"/> Leather  | <input type="checkbox"/> Photography  |
| <input type="checkbox"/> Baby Items     | <input type="checkbox"/> Folk Art         | <input type="checkbox"/> Metal Work                                       | <input type="checkbox"/> Soaps/Lotion |
| <input type="checkbox"/> Candles        | <input type="checkbox"/> Furniture        | <input type="checkbox"/> Musical Instruments                              | <input type="checkbox"/> Wood         |
| <input type="checkbox"/> Clay/Pottery   | <input type="checkbox"/> Glass            | <input type="checkbox"/> Paintings  | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Clothing/Fiber | <input type="checkbox"/> Jewelry/Beadwork | <input type="checkbox"/> Paper ( <i>Books/Sketches/Prints/Notecards</i> ) |                                       |

Other (specify): \_\_\_\_\_

**Please describe the products you plan to sell (i.e. types of produce/foods/crafts):**

\_\_\_\_\_

*The undersigned does hereby certify that he/she is the sole producer of the work exhibited and does agree to have read and to abide by the rules of the Holiday Market. Applicant hereby authorizes the use of photos and information by the Town of Mount Pleasant for advertisement purposes including, but not limited to all social media, print, and websites. The Town of Mount Pleasant assumes no responsibility for work displayed during this event.*

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_



**TOWN OF MOUNT PLEASANT  
HOLIDAY MARKET & CRAFT SHOW  
SATURDAY, DECEMBER 7, 2019**

**CHECKLIST**

To make the application process go smoothly, please ensure that the following items are included with your application package:

- One application per booth.
- Photographs of merchandise and booth setup. Remember, we do not know your product so make sure to include a variety of closeup photos. Photos will not be returned. Computer printouts of photographs or multiple photos on one sheet are acceptable. Slides, CDs or website links are unacceptable and will void application.
- E-mail address and working phone number.
- SCDOR Retail License number.

The deadline to apply is September 7, 2019 (*postmarked*).

**Dates to Remember**

**September 7 - Application Deadline (*postmarked*)**

**October 1 - Notification of acceptance in show via e-mail**

**October 7 - Payment Deadline (*postmarked*)**

**November 15 - Booth space & information package goes out via e-mail**

**December 7 - Holiday Farmers Market & Craft Show**

**REFUNDS:**

If for some reason you are unable to attend the Market, you may request a full refund of your booth entry fee no later than November 21 .