

## OLNEY CRAFTS MARKET SPRING/SUMMER 2023 APPLICATION

The Olney Crafts Market Spring season opens Mother's Day, Sunday, May 14th, 2023 and runs through Sunday, Nov. 5th, 2023.

**Market Operation:** The Olney Crafts Market plans to operate from Mother's Day, Sunday, May 14th, 2023 through Sunday, November 6th from **9:00 a.m. to 1:00 p.m.** Vendors may not move their vehicles until 1:10pm for safety sake.

Once accepted by the Market, crafters may participate for the remainder of the season and need not re-apply until the next season (winter or summer). Applications may be received via email, mail or in person. Vendors must apply for the 2022 season by March 31st. We encourage earlier return if possible.

**Location:** MedStar Montgomery Medical Center Thrift Shop Grounds, Prince Philip Drive & Route 108, Olney, Md.

**Guidelines for Entry:** The following procedures apply for returning and new crafters.

For returning crafters, a signed application and the Mother's Day vendor fee (\$30) is required. The Market has the right to re-jury crafters.

New crafters must be juried to participate and should have a working email address. All jurying is done in person. Submit an application and the \$25 non-refundable application fee mentioned below. Contact Bobbi Espinoza for appointments for jurying. Email: [glconnect@comcast.net](mailto:glconnect@comcast.net). Samples of work should only be brought for jurying if they are small, easily transported and not breakable. Otherwise, quality images are preferred, either printed or saved as JPEG files.

**Criteria for Selection:** Preference will be given to unique, hand-crafted work or uncommon media in the context of an open-air market. Please do not submit pre-fabricated, commercially purchased work. Preference will be given to creatively designed display booths (display booth area no larger than 10' x 10'). While the craftwork is very important, the overall creative atmosphere and appearance of the market is even more so. Suggestions to diversify display include: varied heights of display elements, creative re-use of architectural pieces, such as doors and windows, wooden crates, bright colors, etc. Professionalism of application for entry, including samples/images of artwork and display proposal are also important. The crafter grants the Market permission to use information and photos that the crafter has submitted, and any photos taken while exhibiting at the Market, in ads, print and web-based guides distributed to the public for the purpose of promoting both the Market and crafter.

**Cost: \$30 per Sunday. Mother's Day fee must be paid in advance.** Crafters are not expected to appear every week, but, should arrange their market days in advance in writing. Checks or cash only, please.

**PLEASE NOTE: All new vendors must submit a \$25 non-refundable application fee.** Checks payable to Olney Crafts Market. Mail to: Olney Crafts Market, P. O. Box 1787, Olney, MD 20830-1787

**Contact:** Bobbi Espinoza 301 580 8741, [glconnect@comcast.net](mailto:glconnect@comcast.net).

MD Sales tax laws must be followed.

**Canopy:** Each vendor will provide his or her own 10' x 10' canopy, **with weights of at least 25 pounds per tent leg, no matter what the weather.** Anyone with inadequate weights may be asked to leave. This is a safety issue. Each vendor will also display a neat, legible sign identifying the business.

### **Terms and Conditions:**

- **Any vendor who does not show up when scheduled without contacting market management must pay the \$30 vendor fee, if this happens more than once. Also, no vendors should show up if they are not scheduled for that day.**

**Montgomery County law prohibits the use of styrofoam. The Market is trying to phase out plastic, so please do NOT offer plastic bags. A customer's own reusable bag is best, or preferably, our Olney Farmers Market bags, available at the Info booth.**

- Crafters shall conduct themselves in a professional manner. We reserve the right to impose a fine for unprofessional behavior.
- Crafters are expected to be completely set up before the Market opens, and **MUST** remain on premises **until 1:10pm**, unless the Market closes due to bad weather. Please do **NOT** remove barricades before 1:10pm. This is a safety issue.
- Crafters will inform someone at the Info Booth if they need to leave during market hours so they can be guided out. This is a safety issue.
- Crafters are only allowed to sell items formally approved by the Market manager or review committee.
- Crafters may **NOT** add any new items without checking with Market management in advance.
- Sales of CBD products are **NOT** permitted.
- Crafters must comply with all federal, state and local regulations.
- Crafters will confine all material to their assigned space.
- Crafters will not approach a customer at another vendor's booth.
- Crafters will not use profanity or become physically abusive.
- Crafters are responsible for the behavior of family and friends.
- Crafters may not 'hawk' their wares (in an aggressive manner).
- Vendors must provide garbage receptacles for any waste generated by their wares and remove their own garbage. Receptacles provided by the Market are intended for the use of our customers and guests. Hospital Thrift Shop trash receptacles are **NOT** for our use.
- There is no smoking or vaping.
- Crafters whose products (scents and sounds) may have an impact beyond the confines of their booth must be sensitive to the impact on others and remove those products if asked to do so.
- Vendors must move vehicles to our vendor parking behind trailers, after unloading. Only farmers are

permitted to keep their trucks behind their stall. Exceptions are made on a case-by-case basis. Please do not park in the customer parking lots.

- Space reservations will be held until 30 minutes before Market opening. After that time, we have the right to fill the spot.
- No driving on premises between 8:45a and 1:10p.
- No pets allowed.
- No refunds.
- Montgomery County law prohibits the use of styrofoam. The Market is trying to phase out plastic, so please do NOT offer plastic bags. A customer's own reusable bag is best, or preferably, our Olney Farmers Market bags, available at the Info booth.

**Termination:** The Market reserves the right to terminate the agreement at any time. All terms and conditions shall survive termination.

**Complete, sign and return the application found below.**

**2023 OLNEY CRAFTS MARKET SPACE RENTAL AGREEMENT**

CRAFTER'S INFORMATION:

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

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

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

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Emergency contact: \_\_\_\_\_

Emergency phone number: \_\_\_\_\_

Maryland Tax ID Number: \_\_\_\_\_

Media to be Sold: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

Short description of items to be sold:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Price Range: \_\_\_\_\_

Preferred Dates of Participation:

\_\_\_\_\_

The following persons are designated as the crafter's employee/agent/representative: **(ANYONE DESIGNATED HERE IS RESPONSIBLE FOR KNOWING THE RULES OF THE OLNEY MARKET)**

1) \_\_\_\_\_

2) \_\_\_\_\_

**ALL CRAFTERS AND REGULARLY-ATTENDING HELPERS ARE REQUIRED TO ATTEND ONE SMALL GROUP MEETING BEFORE THE SEASON STARTS.**

**NEWSLETTER:** All vendors are asked to subscribe to the weekly Market newsletter, published the Thursday. Email [jterrymarket@gmail.com](mailto:jterrymarket@gmail.com). Put 'subscribe' in the subject line. The newsletter will keep you posted on whether we might close due to dangerous weather conditions. It is also a chance for promotion.

I agree to abide by the terms and conditions set forth herein for participation as an approved crafter in the Market.

Signature \_\_\_\_\_

Date \_\_\_\_\_