

FEZZIWIG'S Farmers & Artisans Market 2016

Thursdays from 4:00pm until 7:00pm, June 2 thru September 1, 2016

FEZZIWIG'S Carriage House and Courtyard - 225 W. 2nd Street in Downtown O'Fallon

This being our first year to do this, we are trying to keep costs reasonable. The more farmers and artisans that commit, the more money there is to promote the markets. If all 14 booths were to sell out in advance, that would give us almost \$2,000 to cover the 14 markets plus advance promotion and other additional expenses. The less commitments, the less money to promote the markets. Whatever money you take in at your booth is yours...FEZZIWIG'S does not charge any commission on your sales.

Contact:	Tim Moore (618) 558-4433 or tim@fezziwigsmarket.com
Booth Spaces:	8 indoors (7 booths 10'w x 8'd, 1 booth 8'w x 10'd) 6 in courtyard (all booths 10'w x 10'd)
Market Dates (18):	Thursday, June 2 thru Thursday, September 1
Booth Set Up:	2:30-3:59pm
Booth Breakdown:	7:00-8:00pm
Booth Fees:	First priority and booth selection is given to Full Season Commitments provided payment and application is received by no later than May 15, 2016.
Booth Rates:	Full Season Commitment (at least 8 of the 14 markets) Courtyard or Carriage House (\$10 per market) paid by May 20, 2016.
Booth Rates:	Individual Market Rates (less than 8 markets - subject to availability) \$12 per market, paid by the Saturday prior to the market.
Fund Raising	For each market there will be space for up to two non-profit fund raising organizations. These spaces are in the center of the carriage house. These booths will be available on an earlybird commitment. The earlier you commit, the better the chance you'll get a booth.

All carriage house booth tenants must provide their own tables and signage. Booth materials may not exceed their allocated space. All courtyard tenants must also provide their own pop-up tent (with or without side curtains). Courtyard tenants are encouraged to secure their pop-up tent so it will not blow onto customers or other tenants.

All markets go on, rain or shine...no refunds for foul weather. In the event of severe weather, it is the tenant's responsibility to protect his/her merchandise. No merchandise may be brought into FEZZIWIG'S by tenants. Tenants are encouraged to bring along plastic tarps to protect their products in the event of inclement weather. In the event of lightning, we reserve the right to suspend the market until weather is safe for tenants and customers.

The restroom inside FEZZIWIG'S will be available to the public. There is only one restroom and we ask that you leave it clean after using it. FEZZIWIG'S will be open on Thursdays until 8pm.

General Market Rules

All food products must be home grown (vegetables, fruits and flowers) or home-made, such as pies, cakes, artisan products (pottery, paintings, sculpture, metalwork, etc). Eggs and meat products must be farm-raised on your farm. Products that compete directly with FEZZIWIG'S products are not permitted. Applicants will have to be specific as to what products they will be featuring for sale and be approved for participation in the Farmers & Artisans Market.

The 2nd Street Carriage House and Courtyard doors will be open for artisans and farmers beginning at 2:30pm.

Tenants are asked to quickly unload their materials so others may do the same. Please do not block the large barn door so others cannot also use it. Tenants are asked to **park on Oak Street** after unloading to allow customers to park on 2nd Street.

Tenants are responsible for coming with their own means of transacting business i.e. cash for change, credit card processing, sales tax permit, board of health certificates, etc. No sales transactions are to be made under the FEZZIWIG'S MARKETPLACE, LLC name.

The Farmers and Artisans Market opens to the public at 4:00pm. Shoppers are not permitted in the carriage house or courtyard before 4:00pm. No pre-selling before 4:00pm is permitted by any tenants for any reason. A bell will be rung denoting the start of the market and a second bell will be rung at 7:00pm signaling the end of the market. No selling is permitted outside of the carriage house along 2nd Street.

While the courtyard and carriage house are “pet-friendly” for the market shoppers, tenants are prohibited from bringing pets. Shoppers may not bring pets into the Fezziwig's store.

Tenants are responsible for leaving with their own accumulated trash. Our receptacle is not for public use.

FEZZIWIG'S will not store or be responsible for any tenant booth equipment. Our carriage house is used for other events and we don't have space to store tenant equipment.

Please do not bring audio equipment (radios, speakers, etc) into the carriage house or courtyard. This is disruptive to other tenants. Please make or receive cell phone calls outside of the carriage house to the 2nd Street side of the building.

Smoking is NOT permitted in the carriage house or courtyard by any persons or within 15 feet of the 2nd street entrance. The same is also true of any chewing tobaccos.

Specific Carriage House Rules

The carriage house is equipped with overhead lighting and ceiling fans and limited 120 volt electrical outlets. Market tenants needing access to electrical must provide their own outdoor grade extension cords and the cord may not cross any open walkways.

Use of any type of tape on the floors or walls is prohibited. Light duty nails may be used on the studs to support a sign but not on the wall siding.

Market tenants and shoppers are not permitted on the stairway leading to the second floor of the carriage house or anywhere on the second floor of the carriage house. The second floor is closed to the public.

The City of O'Fallon requires the south and north barn doors remain open during the Farmers and Artisans Market regardless of the weather outside.

Application & Contract for Fezziwig's Farmers & Artisans Market

Company/Organization _____

Spokesperson(s) _____

Address _____

City/State/Zip _____

Telephone(s) _____

Email: _____

Signature(s) _____

Applicant, by signing, I agree to the rules and regulations of Fezziwig's Farmers & Artisans Market and understand I am responsible for any applicable Illinois sales tax for products you sell.

Booth Commitment Full Season Partial Season Individual Markets

If Partial Season, what ten Saturdays will you participate?

Booth Location Preferred Carriage House Courtyard

Booth Spaces Wanted 1 2 3

Are You a Non-Profit Organization? Yes No

If you are a Non-Profit, you must provide a copy of your 501c documentation.

In brief, tell us about your company and the products you wish to sell. Where they are grown or raised, where they are baked or made.