



Ecological Culture Initiative

Restoring Good Ground • *Sowing Seeds of Change*

Hampton Bays NY • 631.268.4166 • info@eciny.org • eciny.org

ECI's Holiday Makers Market 2020

St. Joseph Villa
81 Lynn Ave
The Ecological Culture Initiative
PO Box 1035, Hampton Bays, NY 11946

Market Managers: Rachel Stephens & Tony Romano

Market Overview

The ECI's Holiday Makers Market, located at St. Joseph Villa, 81 Lynn Ave, Hampton Bays, NY provides an opportunity to shop with local craftsmen and entrepreneurs while promoting artisanal, handcrafted goods right in our own community.

Market Rules and Regulations

1. The Market Managers, under the direction of the Ecological Culture Initiative, are responsible for the orderly and efficient conduct of the Market.
2. Vendors must submit an application and be approved by ECI. Applications will be approved on a first-come, first-served basis. All vendors can pay \$50 for December 5th & 6th (2 market days), or \$75 for December 11th, 12th, & 13th (3 market days), or \$125 for all 5 market days. Payment can be made by credit card or check payable to "Ecological Culture Initiative" and mailed along with the application to Ecological Culture Initiative, Attn: Holiday Market, P.O. Box 1035 Hampton Bays, NY 11946.
3. The Market will be held at St. Joseph Villa, 81 Lynn Ave, Hampton Bays, NY. Hours are 10:00 am to 4:00 pm and is open rain or shine. Vendors may arrive up to one hour prior to opening to begin setting up. No vehicles will be allowed in the market area during market hours. Product should be presented attractively. Smoking is prohibited in the Market. Be respectful of others.
4. To provide customers with a continuous supply of product, Vendors must remain set up until market closing, unless prior permission is given by one of the Market Managers, in accordance with weather conditions and product availability. If for some reason a vendor cannot be at the Market, it is requested that they inform one of the Market Managers as soon as possible.

5. All products must be handcrafted by the vendor. No reselling of products will be allowed in the Holiday Market. If vendors display items that are not created by themselves, the market manager will ask that they be removed.
6. All vendors must have proper licenses and permits and must adhere to all applicable local, county, and state codes and regulations.
7. Each Vendor will be responsible for all equipment and supplies for the setup of their vendor space. Displays should be considered in such a way that they do not block customer walkways nor pose any other hazards to customers. The fee provides a vendor space of 6'x6' and if a vendor chooses, they may purchase two spaces next to each other creating a larger space to display their items. Pop-up tents and tables are the responsibility of the vendor. Tents must be properly secured against wind, using stakes and/or weights.
8. Vendors are required to keep their market space neat and clear of obstacles, litter and debris. Vendors must clean their sales area and remove all refuse at the end of the market day, including common area. Ice must be disposed of away from the market area.
9. Vendors must follow CDC and NYS Covid safety guidelines, wear face masks and gloves at all times, and have hand sanitizer.
10. Vendors should stay in the center of their space to maintain proper social distancing from neighboring vendors.
11. An empty table should be set up in front of the vendor's space for customers to approach, pay and pick up their purchases.
12. Products should be stored and packaged toward the back of their space and then brought up to the front pickup table.
13. No sampling.
14. Vendors should try to use contact-less payment options.
15. All rules must be adhered to by all vendors. Violations may result in a verbal warning, then a written warning. Failure to address these warnings may result in suspension or expulsion from the Market. Vendors must submit any concerns in a typed email unless an immediate issue needs to be addressed. Please contact any of the Market Managers for resolution.



Ecological Culture Initiative

Restoring Good Ground • *Sowing Seeds of Change*

Hampton Bays NY • 631.268.4166 • info@eciny.org • eciny.org

ECI's Holiday Makers Market 2020 Season Vendor Application

Location: St. Joseph Villa, 81 Lynn Ave, Hampton Bays, NY

Dates: December 5th, 6th, 11th, 12th, 13th, 2020 from 10:00 am to 4:00 pm

Principal Contact Name

Name of Business or Organization

Mailing Address

Phone #

Email

Website

Tax ID # (EIN)

FMNP ID #

Fee: \$50 for December 5th & 6th (2 market days), or \$75 for December 11th, 12th, & 13th (3 market days), or \$125 for all 5 market days. Payment due by November 30th

PRODUCTS SOLD AT THE ECI's HOLIDAY MAKERS MARKET MUST BE LOCALLY GROWN, CAUGHT, OR HANDCRAFTED.

What products do you want to sell at the market? Please provide a full description.

Where is the product you are selling grown, caught, or produced? Items brought from the outside and resold are extremely limited and must be approved before being sold and clearly labeled as to origin.

Please complete, sign, and return before November 30th. If approved, a contract and request for payment will be emailed to the applicant. Payment, all required certificates, licenses, and certificate of insurance, must be returned by November 30th. If you have any questions, please contact the Ecological Culture Initiative at 631-268-4166 or info@eciny.org

Method of Payment:

Check (Payable to **Ecological Culture Initiative** with "Holiday Makers Market" on the notes line)

Ecological Culture Initiative
Attn: Holiday Market
PO Box 1035
Hampton Bays, NY 11946

Credit Card Amex Visa MC Discover

NOTE: For security purposes, if you are emailing us a scanned copy of your application, DO NOT include your credit card information on this page. Instead, call ECI at 631-268-4166 and securely give your billing information over the phone. You may also pay online when we request payment.

Market Days:

December 5-6 (\$50) December 11-13 (\$75) December 5-6, 11-13 (\$125)

Amount of Charge \$

Credit Card #

Exp. Date

CVC Code

Zip Code

Name on Card

Phone #

Email

Signature

Date

I have read and agree to abide by the Market Rules and Regulations:

Signature

Date
