CIBOLO GRANGE HALL
FARMERS & ARTISANS MARKET
APPLICATION
2021

-VENDOR & BUSINESS NAME: _____

-TELEPHONE NO: _____ -ALTERNATE NO. _____

-MAILING ADDRESS

STREET: _____

CITY: _____ ZIP: _____

-FARMERS/ RANCHERS/ GROWERS: PLEASE LIST THE PRODUCTS THAT YOU WILL BE SELLING: _____

_____

_____

- HANDMADE ARTISANS VENDORS: PLEASE LIST THE ITEMS YOU BE SELLING:

_____

_____

_____

TEXAS STATE SALES TAX NUMBER (PLEASE ENCLOSE A COPY) _____

CIBOLO GRANGE HALL

413 North Main Street, Cibolo 78108

Information/ Questions : 210-722-9054

Kayleen

VENDOR GUIDELINES & INFORMATION:

FEES: Each Booth Space is $20.00

PAYMENT: Payment will be due the day of the Market, we will come to each Vendor and collect the booth rental, should this procedure change, you will be notified.

You may pay by: Cash, Check, Credit Card. All Checks are to made payable to: Kayleen Bowers Vest. (NSF fee of $ 35.00 will be added to amount of check due)

SET UP: Set up will begin 1 hour prior to the Market Event. Please, check with Market manager (or assistant) on your booth space, prior to set up. All Vendors MUST be set up 15 minutes prior to start time of Market Event and ALL VEHICLES MUST BE OFF THE VENDOR AREA 15 MINUTES PRIOR TO START TIME OF THE MARKET EVENT.

On the setup of the canopies, by all means you may indeed use tent stakes (check with Market Manager before pounding the stakes into the ground). We are very lucky that we have the wonderful large pecan trees on the grounds, which does act like somewhat of a "windbreak". BUT YOU MUST still secure your canopy with weights and or tent spikes.

If you are using any type of table(s) you are to have the tables covered, from the front. This gives your "Market Store" a clean, inviting appearance for all your Customers, potential Customers,

Visitors & Guest. Please, do not store additional items in the view of the Customers & other Vendor Family Members.

VENDOR PARKING: Once you have unloaded your vehicle, please move so that other Vendors can come onto the grounds and unload. ALL VENDORS ARE TO PARK IN THE FOLLOWING AREAS...

* East Schlather Street—YOU ARE NOT TO PARK IN FRONT OF THE HOMES ALONG EAST SCHLATHER STREET... You may however, park in any of the open spaces along the school parking area.

* Werner/Wiederstein Street, you may park in any of the open parking spaces in the school parking area along Werner/Wiederstein St., along with any of the open areas along the fence line.

This will open parking areas for your Customers & Guests.

PLEASE DO NOT DRIVE ACROSS THE DITCH AREA ALONG SCHLATHER STREET...

I did speak with the City of Cibolo Street maintenance department about the possibility of getting a resolution for the mud / ditch area along Schlather Street, and they assured me they have an Engineer looking into a resolution. (Thank you Ma'am)

FOOD VENDORS: All Food Vendors MUST have a WORKING Fire Extinguisher at their booth, and to be able to access that Fire Extinguisher IMMEDIATELY! If you are using a charcoal grill, YOU MAY NOT DISPOSE OF THE CHARCOAL BRIQUETTES ON THE ACTUAL GROUNDS OF THE MARKET ....FEEL FREE TO TAKE THEM AROUND TO THE BACK PATIO PARKING AREA , THERE IS A GARDEN HOSE HOOKED UP AT THE BACK.... FEEL FREE TO COMPLETELY

EXTINGUSH THE FIRE AND THEN PUT THE COALS IN SOME SORT OF METAL CONATAINER THAT YOU BRING WITH YOU, AND DSIPOSE OF THEM AT YOUR OWN RESIDENCE ...

(VG-3)

DO NOT DISPOSE OF THE COALS ON THE GROUNDS OF THE GRANGE HALL !

VENDOR TEAR DOWN: We all are aware that at the end of the Market Event, we all want to get home to our families / other commitments... I can promise (been a Vendor/ Market Manager for over 15 years we know that feeling of just wanting to pack up and leave). It is important that we are all respectful of our Vendor Family Members and any Customers still visiting or shopping ... When we will all are respectful of one another and taking "your turn"... I can assure you that all will be out of the Market / off of the Market Grounds in a timely order. YOU ARE NOT TO PULL YOUR VEHICLE ONTO THE GROUNDS UNTIL AFTER YOUR BOOTH SPACE IS PACKED UP/ CANOPY SET DOWN, AND YOU ARE READY TO LOAD YOUR VEHICLE... THIS WILL ALLOW THE FLOW OF "TRAFFIC" TO KEEP MOVING. FOR THE VENDORS THAT WILL BE SETTING UP INDOORS: KNOW THAT YOU ARE WELCOME TO USE EITHER THE DOOR AT THE RAMP AREA, OR THE DOOR AT THE SIDE OF THE BUILDING. I ASK THAT INSIDE VENDORS DO NOT PULL INTO THE FRONT VENDOR AREA.

NO VEHICLES ARE TO BE ON THE GROUNDS UNTIL 10 MINUTES AFTER THE MARKET EVENT CLOSES. THIS IS A SAFETY FACTOR FOR OUR CUSTOMERS/ GUEST THAT STILL MAY BE DOING LAST MINUTE SHOPPING/ VISITING. WE ARE VERY SERIOUS ABOUT THIS AND ASK THAT YOU BE RESPECTFUL OF OUR REQUEST, AND THE SAFETY OF OTHERS.

POSITIVE ATTITUDES: This is a fun event for our Customers/ Guest/ and Vendor Family Members. Negativity towards other Vendor Family Members; either directly or indirectly is **UNACCEPTABLE**, (and if this SHOULD ever occur, we will handle/ deal with it at that time)

LATE ARRIVALS: IF YOU ARE RUNNING LATE PLEASE, PLEASE CALL OR TEXT KAYLEEN AT 210-722-9054 OR JIM AT 210-722-9087

RSVP's: It is very important that you inform me if you are going to be attending the Market... this allows me to go over a few ideas of Vendor Setup , and most importantly, allows myself and others to "advertise" what Vendor are going to be at the Market Event. If I have 4 Vendors that have RSVP'd and I post 4 Vendors, my concern is that this may/will turn away a number of customers/ potential customers. I do understand that this may not be fair to the Vendors that have sent in their RSVP and are at the Market Event, but I also know that we need to only ADVERTISE THE POSTTIVE OF THE MARKET. Please, get your RSVP in, by texting it to:

210-722-9054, by MONDAY 9:00 am, the week of the Market event.

I CAN NOT EXPRESS ENOUGH THE IMPORTANCE OF RSVP'ing THE YOU WILL BE ATTENDING. I DO NOT POST THE VENDOR NAMES THAT WILL BE ATTENDING THE MARKET, I HAVE FOUND THAT THE CUSTOMERS WANT TO KNOW WHAT PRODUCTS, ITEMS YOU, THE VENDOR WILL HAVE AVAILABLE.... I CAN NOT POST WHAT I DO NOT HAVE !

IF YOU ARE A NO SHOW/ NO NOTICE GIVEN.. THERE WILL BE AN ADDITIONAL $ 5.00 ATTATCHED TO YOUR NEXT MARKET --- AFTER A SECOND TIME, THEN YOU WILL NOT BE PERMITTED TO SET-UP AS A VENDORE FOR THE CIBOLO GRANGE HALL FARMERS & ARTISANS MARKET FOR THE REMAINDER OF THE MARKET YEAR.

"RULES": THESE ARE BEING SET IN PLACE SO THAT EACH OF YOU, OUR VENDOR FAMILY MEMBERS, KNOW WHAT IS EXPECTED FOR THE MARKET EVENT, FROM EACH VENDOR FAMILY MEMBER, FROM THE MARKET MANAGEMENT, AND ALL OF THIS IS IN PLACE SO THAT THERE WILL BE LESS CONFUSION AND /OR UNCERTANTY ABOUT WHAT IS EXPECTED.

THE ABOVE INFORMATION WILL BE THE STANDARD FOR BOTH MARKETS:

THURSDAY (WEEKLY) 3:00-7:00

Should you have any question, ideas, thoughts, please text or call me at 210-722-9054.

I will be available Monday-Friday 8:30 am -7:00 pm

I would like to THANK each and everyone of you that are a part (old or new) of our AMAZING CIBOLO GRANGE HALL MARKET. I appreciate your support, patience, and dedication during this growth time of our Market.

WEATHER:

As a Market/ Event Vendor it will be your responsibility to come prepared for the many different weather issues that may pop-up.

I suggest that you pack in your Market tote/ box/ bag a clear plastic painting drop cloth--- these are very INEXPENSIVE at any of the big box stores/home improvement stores. After almost 20 years of being a vendor at MANY MANY outdoor Markets & Events, we found that this is a great tool to have with you. If it starts to rain, you can quickly cover the items that you have out on display.. this makes it easier for you to still keep a few items out for your customers, but will allow you to pack up additional items.

IN THE CASE THAT IT STARTS RAINING.... PLEASE COVER OR TAKE CARE OF YOUR PRODUCTS .... THE MARKET WILL CONTINUE TO STAY OPEN IF THERE IS **RAIN**—AND YOU THE VENDOR ARE **NOT TO PACK UP / TEAR DOWN, UNTIL YOU HAVE COME TO CHECK WITH MYSELF FIRST !**

IN THE CASE OF A **STORM**- AS IN A **THUNDER AND LIGHTNING STORM**:

(VG-7)

THE SAFETY OF YOU OUR VENDORS AND THAT OF OUR CUSTOMERS IS FIRST AND FOREMOST. IF THERE IS A STORM, CHANCES ARE VERY VERY HIGH THAT I WILL "CALL THE MARKET" .

PLEASE DO NOT PACK AND LEAVE UNTIL THE MARKET HAS BEEN CALLED.

I WILL WANT TO BE SURE TO GET IT POSTED QUICKLY THAT DUE TO THE STORMS AND BAD WEATHER WE WILL BE CLOSING THE MARKET, FOR THE SAFETY OF ALL.

SHOULD WE NEED TO CLOSE EARLY FOR THE WEATHER.... PLEASE DO YOUR BEST TO BE SAFE AND MINDFUL OF YOUR SURROUND VENDOR FAMILY MEMBERS. I KNOW AT THAT POINT EVERYONE JUST WANTS TO LEAVE, BUT IF YOU SHOULD SEE THAT A FELLOW VENDOR IS STRUGGLING WITH A CANOPY ETC. PLEASE DO YOUR BEST TO LEND A HAND.

With a large number of our Vendors being under a tree/ or very close to one, and the fact that you are standing under a metal framed canopy ... it will be important for everyone's safety to "call the market"

(I am waiting to hear back from the Grange Hall if it will be acceptable for any of the Vendors that choose on their own accord to stay open- if the market " is called off" - I will let everyone know what the Grange Hall feels will be the best for all)

Thank you one and all,

Kayleen

(C19-1)

COVID 19 AND THE Cibolo Grange Hall Farmers & Artisans Market:

Please know that I am in touch with a National Farmers Market Group and with the City of Cibolo, on a very regular basis…. And the following will be the COVID 19 GUIDELINES for the 2021 Cibolo Grange Hall Farmers and Artisans Market.

* Each Vendor MUST have SOCIAL DISTANCING signage at eye level for all of the Customers to see.

* Vendors will be required to wear mask (the mask may indeed be removed if you do not have any customers in your booth. BUT YOUR MASK MUST BE IN PLACE WHEN A CUSTOMERS/ VISITOR/ OR GUEST ENTERS YOUR BOOTH SPACE.

* Each Vendor is to have - in clear sight- a form of hand sanitizer--- if you should forget yours, there will be 1 or 2 Vendors that sale the Hand sanitizer—so there will be NO EXCUESS for not having it available.

* You, the Vendor are to limit the number of Customers/ Guest/ Visitors in your booth at any given time.

(C19-2)

** WE HAVE ALL BEEN VERY LUCKY IN THE FACT THAT THE CITY OF CIBOLO HAS ALLOWED OUR MARKET TO BE OPEN EACH WEEK DURING THE COVID 19 PANDEMIC, AND IT IS VITALLY IMPORTANT THAT WE FOLLOW EACH AND EVERY RULE THAT THEY HAVE SET IN PLACE.

** If our Market were a brick and mortar place of business, and I were the Manager, you were the employee, it would be sooo very important that SHOULD YOU BE EXPOSED or ACTUALLY HAVE COVID 19, that you contact me ASAP. Your information (name/ business name, etc.) will not be shared with the other vendors... HOWEVER, it is only in the best interest of the Vendors Health and Well Being that they be informed that a Vendor has contacted myself to let me know that: they have been exposed and will be in quarantine for 10-14 days and/ or that they have COVID-19 and will be out from the Market at a much later date. THIS IS REAL and WE ALL NEED TO KEEP OURSELVES AND OUR LOVED ONES SAFE... THIS IS THE RIGHT THING TO DO.

Any questions/ Concerns Please Text Me At :

210-722-9054