

2016 Charleston Farmers Market

Food Concessions

Application & Participation Agreement

Due: Wednesday, March 9, 2016 by 4:00 PM

Harrison R. Chapman, Manager

Phone: (843) 724-7309 & Fax: (843) 720-3967

ChapmanH@Charleston-sc.gov or FarmersMarket@Charleston-sc.gov

Each Saturday, April 9th through November 26th with additional opportunities to participate on Sundays during the Piccolo Spoleto Festival in May and June as well as Saturdays and Sundays for the Holiday Market in December, Marion Square becomes the community gathering place where residents of the Lowcountry and visitors alike are able to celebrate and enjoy a wide variety of locally inspired cuisine, including prepared, made-to-order options as well as packaged food products.

Contact Person: _____ Title: _____

Business Name: _____ Year Established: _____

Address(Kitchen): _____

City/State/Zip: _____

Property Owner (Kitchen): _____

Contact Person (Kitchen): _____ Phone #: _____

Address (Residence): _____

City/State/Zip: _____

Daytime #: _____ Evening #: _____

Email: _____ Website: _____

Electrical Power Needs & Reason: _____

Brief description of goods (i.e. "local produce" or "baked goods"): _____

2016 CFM Food Concessions

List products in order of priority for which you would like to be considered to sell.

Exclusivity is not guaranteed at the CFM. (Only approved items which have been provided to CFM Management can be sold at the CFM and all additional items must be approved by CFM Management prior to being sold at the CFM): **Be Specific.* Use a separate sheet of paper if necessary**

***Returning Vendors must specify products not previously approved**

#1 Product: _____

2: _____

3: _____

4: _____

#5: _____

#6: _____

Other: _____

All CFM Food Concessions vendors must use local ingredients. Priority is given to applicants displaying a greater dependency of local ingredients. List business and location of purchase:
(CFM Management reserves the right to require invoice to prove the origin of ingredients)

Vendor Statement

**Why you want to participate and how your business will add value to the CFM*

2016 CFM Food Concessions

VENDOR CERTIFICATION

- I have **read, understand, and agree** to comply with the **2016 CFM Vendor Manual** including; **Rules & Regulations and On-Site Operation Guidelines**
- I reside and operate my business; East of I-95 to Atlantic Ocean and within SC borders
- I understand the violations and sanctions, including suspension and disqualification
- I understand selling privileges can be revoked by the City of Charleston at any time
- I understand that **no Food Concessions vendor is guaranteed acceptance and is subject to review by the City of Charleston Office of Cultural Affairs**
- Food Concessions vendors that are accepted into the 2016 CFM will be notified by the City of Charleston Office of Cultural Affairs as soon as a decision has been finalized
- I understand that a mandatory vendor meeting will be scheduled upon acceptance

ITEMS THAT MUST BE INCLUDED WITH YOUR SUBMISSION

- Completed, signed 2016 Food Concessions Application & Participation Agreement
- Full list of products intended to be sold at the 2016 CFM
- Nonrefundable application fee; \$20 check or money order made payable to; City of Charleston
- Full list of market places your products will be sold in 2016, including brick & mortar establishments

ITEMS THAT MUST BE SUBMITTED UPON ACCEPTANCE & PRIOR TO VENDING

- 2016 DHEC Certificate and/or SCDA-RVC (Registration Verification Certificate)
- 2016 City of Charleston Business License
- Valid South Carolina Retail License
- Certificate of General Liability Insurance; equal to or greater than; \$1,000,000.00

The City of Charleston Office of Cultural Affairs (OCA) invites eligible Food Concessions vendors to participate in the 2016 CFM in accordance with the guidelines and criteria outlined in this Application & Participation Agreement. While we anticipate additional space constraints arising from construction projects on sites adjacent to Marion Square and based on the park's overall capacity, the OCA remains committed to ensuring the continuing success of this vital resource. We welcome submissions from Food Concessions vendors from the 2015 season as well as eligible vendors who have not participated in past seasons on a space-available basis. While specific locations, a specific number of tents or a specific frequency of participation cannot be guaranteed, applicants may contact the CFM Manager at any time to discuss specific requests or special needs.

Signature: _____ Date: _____

***SUBMIT COMPLETED FORM & \$20 FEE BY 4PM ON WEDNESDAY, MARCH 9, 2016 TO:**

Attn: Harrison R. Chapman
City of Charleston – Office of Cultural Affairs
75 Calhoun Street, Suite 3800 – Charleston, SC 29401