

ELLICOTT CITY OLD TOWN MARKET  
VENDOR APPLICATION

May \_\_\_\_ - Oct. \_\_\_\_, \_\_\_\_\_  
EVERY SATURDAY - 9 a.m. - 1 p.m.

Market Fee: \$200.00 10x10ft. tent space

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

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

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Attendance is required every week of the season. If unable to attend each week, you may be able to obtain a guest space. Guest spaces are available at the rate of \$25.00 a day. If interested in a guest space, please list dates that you would like to attend the market.

\_\_\_\_\_  
Description of products you would like to sell: \_\_\_\_\_

\_\_\_\_\_

If selling prepared items that you make or process, do you have permits, licenses and insurance as required by the Howard County Health Department? \_\_\_\_\_

If not, it is up to you to obtain all necessary paperwork, license, etc. Information can be obtained at, [http://mda.maryland.gov/maryland\\_products/Pages/farmers\\_market\\_dir.aspx](http://mda.maryland.gov/maryland_products/Pages/farmers_market_dir.aspx)

Please complete application and mail to: Ellicott City Old Town Market P.O. Box 134, West Friendship, Md. 21794 Questions? Please call R.J. (Rose), 410-442-1807.

If accepted as a vendor, you will be notified by email or phone. At that time you will be asked to send in your check for \$200.00, along with a copy of your liability insurance and all necessary paperwork required by the health department.

## ELLCOTT CITY OLD TOWN MARKET

### RULES AND REGULATIONS

1. Vendor space will be assigned by the market master.
2. Day to day layout of the market will be at the discretion of the market master and may be changed if necessary.
3. All vendors are asked to be set up 15 minutes prior to market opening.
4. All vehicles will need to be moved to designated parking area prior to market opening.
5. The opening of the market will be announced by the market master with the ringing of the bell. No sales are allowed prior to the ringing of the bell.
6. In the event the vendor is not able to attend the market, the market master should be notified as soon as possible. This allows the market master to assign the space to another vendor or to pull the market together so there will be no gaps in the market layout.
7. All vendors are required to have an attractive market display. It is the responsibility of each vendor to remove all debris from their space at the end of each market day.
8. All tents, canopies, umbrellas, tables and displays must be clean, neat and in good condition. Tents must be securely tied or weighed down. In the event of a windy day, the market master has the right to ask vendors to take down their tents to avoid injury.
9. All prices must be neatly posted in writing and visible to customers at all times.
10. Vendors are required to have a sign to identify their business.
11. All vendors are required to operate their stands in a safe manner so that customers do not trip over boxes, tables, spills etc.
12. All vendors are required to have enough product for the market day. In the event that a vendor sells all product, the vendor is not allowed to leave the market until the end of the market day. The market master will direct vendors when to leave and it will be done in a safe and orderly fashion.
13. All questions, concerns etc. will be handled by the market master.

In the event you are unable to attend the market, please call:

R.J (Rose) Caulder, 410-442-1807.

Failure to notify the market master may result in vendor dismissal and no market refunds will be made.