

OPEN-AIR MAKERS MARKET VENDOR FORM

Saturday, December 16, 2023

9:00 am – 12:00 pm

Brick Main Street, Zionsville IN 46077

We welcome makers, crafters, and artists to our 2nd Open-Air Maker's Market. Our goal is to provide a shopping experience to the community, while supporting local businesses. We seek makers who source US materials where possible and have played a substantial role in transforming raw materials into the final product. No multi-level marketing (MLM) or direct sales vendors. All vendors keep 100% of their sales. Please fill out the registration form and return with payment to reserve your spot. New this year, Maker's Market will be on the Zionsville Brick Main Street!

Name: _____

Business Name: _____

Mailing Address: _____

Phone: _____ Email: _____

Product Category:

- | | |
|---|--|
| <input type="checkbox"/> Accessories | <input type="checkbox"/> Housewares |
| <input type="checkbox"/> Ceramics/Pottery | <input type="checkbox"/> Kids |
| <input type="checkbox"/> Clothing | <input type="checkbox"/> Pets |
| <input type="checkbox"/> Fiber | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Fine Art | <input type="checkbox"/> Printmaking |
| <input type="checkbox"/> Furniture | <input type="checkbox"/> Stationary |
| <input type="checkbox"/> Health/Beauty | <input type="checkbox"/> Vintage/Antique |
| <input type="checkbox"/> Jewelry | <input type="checkbox"/> Other: _____ |



Briefly description of goods:

Product Price Range: _____

Facebook Link/Instagram Handle/Website: _____

Max Booth Space 10' x 10' Number of spaces: _____ x \$25 ea. \$ _____

I **WILL** have a tent

I **WILL NOT** have a tent

(See attached tent requirements)

Total Due \$ _____

I have read and agree to the guidelines and rules set forth for the Winterfest Open-Air Makers Market (see backside of form:

Signature: _____ Date: _____

Please enclose check or money order with registration form and mail or hand deliver. Applications must be received by **Friday, November 17** to be considered. **Make checks payable to Zionsville Parks and Recreation.**

Zionsville Parks and Recreation
1100 W Oak Street, Zionsville, IN 46077

WINTERFEST OPEN-AIR MAKERS MARKET

RULES AND GUIDELINES

Saturday, December 16, 2023
9:00 am – 12:00 pm

Vendors Provide

- Your products
- A payment method (e.g. Square) and a data plan to connect
- Displays for your products
- Required tables and chairs
- Shopping bags
- Canopy with canopy weights (vendors must follow all tent guidelines set forth by the Zionsville Fire Department)
- There will be no electric hookups available.

Zionsville Parks and Recreation Provides

- 10' x 10' booth space
- Trash collection
- Staff support

Marketing

Zionsville Parks and Recreation will market the Winterfest Maker's Market on our social media platforms, Boone County Magazine, with the Zionsville Chamber of Commerce, and Town of Zionsville website. We ask all our participants to also promote the market.

Cancellations

The Makers Market will be held entirely outdoors light rain or shine unless we call off due to severe weather or other extreme circumstances. In the event of a cancellation of the market by the Zionsville Parks and Recreation Department there is no refund of your vendor fee. There are no refunds for vendor cancellations.

Other Details

Insurance: Each participant is responsible for their own business/personal liability insurance to cover any loss, damage, liability, or injury at the Maker's Market. Participants waive any and all claims against the Zionsville Parks and Recreation and the Town of Zionsville.

Permits: Each participant is responsible for any required business permits, certifications, or licensing applicable to Boone County and State of Indiana. Participants are responsible to pay applicable sales tax as required.

Support: There will be a Zionsville Parks and Recreation Staff available and circulating throughout the morning for any issues/concerns.

We look forward to working with you and hosting an amazing market!
For additional questions you may contact recreation@zionsville-in.gov



SECURING YOUR 10x10 CANOPY

Based on Indiana Fire Code for aggregate areas of 400 square feet or more, canopies at the event you are attending will need to meet the following requirements:

- **Proper anchoring:** Each support leg must be anchored with a minimum of 40 pounds each.
 - Anchors must be attached so that the legs have minimal movement
 - Some weights that have been acceptable include weighted 5 gallon buckets, softener salt bags, and weights included with the canopy.



- **Flame Resistant Canopy:** Your canopy must have a tag stating that it meets flame standards, and typically cite an ASTM, NFPA or CPAI standard.
 - Canopies that do not have a tag **MUST** have documentation of flame treatment meeting the above standards.

COOKING TENTS

In addition to meeting the requirements above, tents deep frying or using LP gas need to meet these requirements:



- **A fire extinguisher** appropriate for the type of activity. Must have a current service tag if not brand new (keep your receipt).
 - Deep Frying: Fire extinguisher with K rating
 - Gas Cooking: A minimum 10 pound ABC extinguisher
- Cooking that creates grease vapors or that uses LP fuel **must not take place directly under your canopy**, but can be adjacent.
- LP containers larger than tabletop size must be a minimum of **10 feet from any canopy**, out of foot traffic areas, and secured from tipping.



This is a generalized guide

For additional requirements, or if your arrangement is different, please contact the Zionsville Fire Department at (317) 873-5358 or fireinspectors@zionsville-in.gov.

