

## Harvest Market Vendor Information

### Vendor Guidelines

- No inappropriate imagery or language – this is a family friendly event. If you are unsure if a craft or item you intend to sell is appropriate, please reach out to the Willowsford Farm team.

This includes, but is not limited to:

- Foul/Adult language
- Gross/Violent/Sexual imagery
- Weapons.
- Any items/imagery/language that allude to or represent a political party or politicized issue
- If you are found in violation of the above points, you will be asked to leave and will not be able to participate in future events.
- All vendors selling food items must obey all Virginia Food and Drink laws.
- Willowsford logos are a registered trademark of the Association and may not be used on products without a valid License Agreement approved by the Board of Directors.

### Vendor Spaces

- Each space is 10'x10'. If you need additional space, contact us to see if it can be accommodated. Space numbers will be assigned on the week of the event and a map will be provided. Spaces will be clearly labeled prior to set up.
- All vendors must provide all their tabling including tables, chairs, and canopies/tents (*not required, but recommended*). All vendor sites are on our grassy lawn and in full sun.
- Vehicle access into the Farm Stand fence is limited and all vehicles (with the exception of food trucks) must remain outside the Farm Stand fence during the event.
- There are no electricity hook ups available.

### Participation

- Harvest Market begins at 9am and runs until 1pm. All participants must arrive and stay for the duration of the event unless otherwise approved by event coordinators. No vehicles will be allowed into the fence once the event has started until it is over (except for food trucks).
- Vendors are asked to arrive by 8am to ensure they are set up by event start at 9am
  - Vehicles are allowed into the Farm Stand fence for set up but must be outside the fence by 8:45AM.

- The Farm Stand road may get congested with many vendors setting up at the same time. If your set up cannot be carried by hand (we'll have some staff/volunteers to help), we recommend arriving extra early to allow ample time to set up.

### **Kids' Corner**

A select number of vendor spaces have been reserved for a “Kids' Corner” for kids wanting to sell home-made crafts. This area is for children under the age of 16 (over the age of 16 may participate alongside our other vendors). An adult is required to be present to help facilitate anything your child needs help with at their booth. All Kids' Corner vendors still must follow all other vendor rules and guidelines.

### **Vendor Selection**

Applications will be reviewed and confirmed as they come in. The application will be opened first to previous vendors at the Harvest Market/Willowsford HOA Maker's Market.

We are eager to deliver a diverse market that not only showcases the talents and creativity of our community but is successful for all makers. With this in mind, we may reject applications if we already have vendors approved that sell similar products.