

ALL SAINTS' SATURDAY MARKET

Thank you for your interest in participating in the All Saints' Saturday Market. It is our hope to provide the community with a regular monthly event featuring a wide variety of quality products from our local farmers, artisans and food vendors. In order to have a balanced offering, vendors must apply and will be selected based on the category, quality and display of product.

GENERAL INFORMATION & GUIDELINES

- * Space is a 10'x10' area located outdoors on the All Saints' lawn. All equipment and set-up/breakdown is the responsibility of the vendor.
- * Cost for a booth space is \$30 per month (single event) date, or \$150 for a 6-month (6 event dates) commitment. Payments must be paid in advance and are non-refundable, except in the case of inclement weather when the event is cancelled by All Saints'. Vendors will have the option of a refund or applying paid fees to a later date.
- * No electricity is provided. Vendors must bring their own generators if electricity is needed. If a generator is being used, this must be made known at the time of application since it will affect placement of booth space, or it may not be allowed into the market area.
- * Hours of the market are from 9:00 a.m. – 3:00 p.m. All vendors are required to stay for the full 6-hour time slot unless all stock has been sold. Exceptions are made for farmers and sellers of fresh produce, who may choose to leave after 11:00 a.m.
- * Vendors will be available to set-up no earlier than 8:15 a.m. and must break down and vacate the premises by 4:00 p.m. During set-up, vehicles must be removed from the market area by 8:30 a.m.
- * The public will be allowed to enter at 9:00 a.m. – NO SALES ARE ALLOWED PRIOR TO THIS TIME.
- * Food vendors are required to obtain and post required permits from the Department of Health. A copy of the permit must accompany the application, or in the case of a one-day only permit, a copy should be given to the Market Manager prior to the start of the market opening.
- * All vendors will be required to sign a waiver of liability (indemnity, release, and hold harmless form) provided by the church.

If you would like to reserve a booth, please complete and return the attached application form to: All Saints' Church, Saturday Market, P. O. Box 248, Kapa'a, HI 96746. You should be contacted within two weeks after receipt of your application. When approved, payment should be sent as soon as possible to confirm and secure your slot. Checks should be payable to **All Saints' Church**. Please write **Saturday Market** in the notes portion of your check. If you do not hear back within two weeks, please contact us to be sure we received your form; Email: allsaintskauai@hawaiiantel.net, or call the church office at 808-822-4267.

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Application Form

Applicant & Business Name: _____

Mailing Address: _____

Best Phone: _____ E-mail: _____

Communication is usually done by e-mail. If you do not have email or prefer telephone contact, please check this box:

I prefer communication by telephone and posted mail and not e-mail.

CATEGORY

Please mark the category(ies) that best describes your product:

FOOD		ARTS & CRAFTS	
<input type="checkbox"/> Produce (Fruits,vegetables, etc.)	<input type="checkbox"/> Jewelry	<input type="checkbox"/> Household	
<input type="checkbox"/> Bottled/package product	<input type="checkbox"/> Clothing	<input type="checkbox"/> Toy	
<input type="checkbox"/> Food truck	<input type="checkbox"/> Art	<input type="checkbox"/> Misc. Gift	
<input type="checkbox"/> Other	<input type="checkbox"/> Novelty	<input type="checkbox"/> Other	

Description of product(s) being sold: (Photos are helpful.)

REQUIREMENTS

Check all that apply:

I will be bringing a gas powered generator.

I will require 2 or more adjoining booth spaces. (# of spaces: _____)

Acknowledgement:

I have read the General Information and Guidelines and agree to abide by the terms.

Signature: _____ Date: _____

Printed name: _____

Office Use Only			
Date Received		Date Notified	
Approved	Declined	Date Confirmed	
Waitlist	Cancelled	Payment Received	