

Vendor Application



Thank you for applying to The Sunday Artisan Market, Ann Arbor's weekly arts and crafts market. The market operates from April until Christmas and is located at 315 Detroit St., under the Farmers' Market pavilion in the heart of the historic Kerrytown District.

The application process includes:

1. Review of your application and documents by the Application Committee.
2. Acceptance or rejection of the application and documents by the Application Committee.
3. Notification (by email or standard mail) of acceptance or rejection. You will be notified of the Committee's decision within two weeks after your application packet has been reviewed. It may take longer than 2 weeks to review your application during the off-season (January-March).

Note: If your application is approved, you may set up at the market on any days of your choosing. On your first market day, the market manager will inspect your setup to confirm that your products and display comply with our operating rules and are consistent with the application and photos you submitted.

Please note:

- In order to maintain a good variety of products at the market, we may limit the number of vendors in a category.
- If you wish to add items to your booth after the initial application has been approved, approval from the market manager is required. You may be asked to submit a new application with photos of the new product(s) for review and approval.
- As a newly accepted vendor, you will be required to pay \$60 up front on your first day at the Market. This covers 3 daily rentals; the remaining 2 rentals may be used at any time during the season. You may apply the \$60 toward the price of an annual membership.
- The daily rental fee is \$22 per space, per market day. The annual rental fee is \$295 for the season (usually 36 Sundays). For clarification on what it means to be a daily or annual vendor, review the [Want to Join the Market](#) information under [Info for Vendors](#) at www.sundayartisanmarket.org.
- Payments may be made in cash or by check (payable to The Sunday Artisan Market).
- If a vendor engages in "buy and sell" activity at the market, the vendor's market membership will be terminated. "Buy and sell" means that a vendor is purchasing products and re-selling them as his/her own.
- If you have any questions or need further information, email the market manager at tsammanager@gmail.com or call the market voice mail at **734-913-9622**.

Applications will not be accepted via email.

Please mail pages 2 and 3 of the completed application, along with the required information, to:

**The Sunday Artisan Market
Application Committee
P.O. Box 7090
Ann Arbor, MI 48107**

Please print legibly when completing this form.

You may wish to keep a copy of your completed application for your records.

Applicant Name _____ Date _____

Email Address _____ Phone Number _____

Business Name _____

Mailing Address _____

City/Township _____ State _____ ZIP Code _____

Business Website _____ Etsy Store _____

Other Social Media sites (Facebook, Twitter, Instagram, etc.) _____

How did you hear about our market?

Online (specify website or social media site) _____

Sunday Artisan Market Vendor (specify name) _____

Other (please describe) _____

In what other markets/shows have you participated? _____

Please describe your product:

Select all categories in which you would like to sell items:

Books (authors) Floral/Nature Leather Photography Soap/Personal Care

Candles Food Metal Printmaking Toys

Ceramics/Pottery Glass/Mosaics Mixed Media Sculpture Wood/Furniture

Fiber/Textiles Jewelry Painting/Drawing/2D Service

Other (specify) _____

Please submit the following items, and check off each item as you include it. You must submit all the requested materials in order to for your application to be processed. The photographs you send will help us judge the quality and originality of your product and display; therefore, quality photographs are important.

- Three clear, close-up photos of each type of product you wish to sell. Example: If your products are jewelry and paintings, send three photos of your jewelry and three photos of your paintings. On the back of each photo, include your name and a description of the photo.
- One photo of you in the process of creating your product
- One photo of your workspace
- One photo of your display
- Artist statement (your vision, why you do your art/craft, etc.)
- A copy of your Michigan sales tax license if you have one. If you do not have a sales tax license at the time you apply, we will consider your application. If you are approved as a vendor, you will then be required to obtain a license.
- Any other licenses required by the state for your particular product (food, greenhouse, etc.)

Note: If you are unable to submit any of the above-listed information, please explain:

Vendor Contract:

I/We understand and agree that if accepted:

1. I/We have designed and created all items I/we intend to sell at the market.
2. I/We have read and agree to follow the Market's Operating Rules and the Safety Manual, available under Info for Vendors on the market website www.sundayartisanmarket.org.

Applicant Name (print) _____

Applicant Signature _____ Date _____

Partner #1 Name (print) _____

Partner #1 Signature _____ Date _____

Partner #2 Name (print) _____

Partner # 2 Signature _____ Date _____