



2018 Crooked Tree Arts Center Summer Artisans Market

The mission of the Crooked Tree Arts Center Summer Artisans Market is to provide our local artisans a venue with which to sell their locally handmade products and to provide a unique shopping experience for residents and visitors. The Summer Artisans Market strives to promote a strong local economy, support small business, foster social gathering and celebrate our talented and diverse community.

The CTAC Summer Artisans Market is located outside on the Bidwell Plaza at Crooked Tree Arts Center and is held, rain or shine, every Friday from June 15, 2018 through September 28, 2018.

Only producers of artisanal goods and foods will be allowed to be vendors at the market. A producer is a person offering for sale articles for human consumption, including non-edible articles such as candles, salves, soaps or lotions and original handmade goods (including, but not limited to, jewelry, textiles, ceramics, paintings, woodwork, and paper goods) and artisanal edible items (including, but not limited to specialty baked goods, coffees, breads, and popcorn). Important note: Producers of locally grown and harvested goods, including but not limited to fruits, berries, vegetables, plants and cut flowers, baked or canned goods that are made with products that are grown by the farmer, and would qualify to sell at the Downtown Petoskey Farmers Market are not permitted. Exceptions to this rule may be made by CTAC on a case-by-case basis.

All vendors must complete an application that includes a hold harmless clause prior to participating in the CTAC Summer Artisans Market. New vendors must provide this application to the front desk at Crooked Tree Arts Center **no later than the end of business on the Wednesday before their first market**. The CTAC Event Coordinator will maintain a booth selection chart for each Friday market. Vendors may select their booth on a first come, first served basis.

CTAC will provide one – 6 foot table and chair per vendor booth upon request of the vendor. Vendor will be responsible for set-up and tear-down of the table.

Booth Fees

Full Season (16 Fridays):	\$145
Daily:	\$15

Rules and Regulations

- All vendors must complete a vendor application before attending the market. Copies of all appropriate license/permits must be attached and on file with Crooked Tree Arts Center.
- All sales will be conducted between the vendor and purchaser. Vendors are responsible for obtaining a State of Michigan seller's permit (when appropriate) and for collecting and paying Michigan sales tax on all sales made at the CTAC Summer Artisans Market.
- Vendors must be present at all times during market hours.
- All vendors are required to comply fully with the Michigan Department of Agriculture and Health Department of Food Handling & Sanitation Rules and Regulations along with all federal, state and local law and hold Crooked Tree Arts Center harmless regarding same. Vendors wishing to operate under the Cottage Law Food Industry Law must abide by all rules governing that law.
- Each vendor must supply his/her own equipment, supplies and material. CTAC will provide one-6 foot table and chair per vendor booth.
- The market will be open from 10 AM – 2 PM. Set-up will begin at 9:00 AM. Vendors must arrive by 9:15 AM the day of the market and set up/ready to sell by 9:40 AM. If you are not present, or have not called by 9:15 AM, your space may be given to another vendor.
- CTAC, at its discretion, reserves the right to refuse any entry and to make all decisions regarding the CTAC Summer Artisans Market.
- No smoking is allowed on Crooked Tree Arts Center property, including alley ways, sidewalks and plaza.
- Vendors must remove all unsold products. Vendors are responsible for their own waste and may not use CTAC trash receptacles. All refuse must be taken with the vendor and disposed of off-site. Items may not be stored at CTAC.
- Children under the age of 18 may not sell products without adult supervision and are subject to CTAC approval.
- Products and signage are to be displayed within the boundaries of the vendor's space.
- The CTAC Market Liaison will oversee any violations and consequences to any of the market rules. All problems and conflicts should be directed to the CTAC Market Liaison.
- CTAC has the right to deny a vendor the privilege of selling at the market. Reasons may include lack of license, misrepresentation of products, non-payment of fees, poor quality of products, leaving area littered, or disorderly conduct.

Rules are subject to change as seen fit by Crooked Tree Arts Center Summer Artisan Committee and the CTAC Market Liaison.

For more information or questions, please call CTAC Program Director, Megan DeWindt, (231)347-1236.