

# Vendor Application



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**Market Location:** The Sunday Artisan Market is located at 315 Detroit Street, next to the Kerrytown Market & Shops.

**Approval is a simple three-step process:**

1. Your application and documents will be reviewed by the Application Committee and either rejected or provisionally approved for your first market day.
2. On your first market day, your setup, display and products will be inspected by the market manager.
3. If your setup, display and products are consistent with your application information and conform to our operating rules, you will receive a verbal final acceptance from the market manager on that day.
  - The Application Committee meets weekly, except in the off-season (January - March).
  - Please allow 7-15 days for review by the Committee. Applications may take longer to review during the off season.
  - If you need more information or have questions, you may email [tsamanager@gmail.com](mailto:tsamanager@gmail.com) or call 734-913-9622 (voicemail; please leave a message).

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**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 decide to add new items to your booth in the future, we require that you get the market manager's approval. You may be asked to submit a new application with photos of the new product(s) for review and approval.
- All newly accepted artisans will be required to pay \$60 up front on the first day you attend the market. This covers 3 daily rentals. The daily rental fee is \$20 per space, per market day. You can use the 2 remaining daily rentals at any time during the season. You may apply these 3 rentals to the price of an annual membership. If you need further clarification, please ask the market manager.

**Please mail pages 2 and 3 of this completed application, along with the necessary documentation, to:**

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

# Application Form



**Note:** This form can be filled out on your computer, then printed and signed. You may print the form and complete it by hand, if you wish. If completing this form by hand, please print legibly.

Applicant Name \_\_\_\_\_ Date \_\_\_\_\_

Applicant Email \_\_\_\_\_ Applicant Phone \_\_\_\_\_

Business Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City/Township \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Business Website \_\_\_\_\_ Etsy Store \_\_\_\_\_

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

How did you hear about our market? \_\_\_\_\_

In what other markets/shows have you participated? \_\_\_\_\_

**Please describe your product:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

- |  |   |                                      |  |                                    |
|--|---|--------------------------------------|--|------------------------------------|
| <input type="checkbox"/> Books (authors) | <input type="checkbox"/> Floral/Nature/Garden | <input type="checkbox"/> Leather     | <input type="checkbox"/> Paper               | <input type="checkbox"/> Sculpture |
| <input type="checkbox"/> Candles         | <input type="checkbox"/> Ceramics/Pottery     | <input type="checkbox"/> Metal       | <input type="checkbox"/> Photography         | <input type="checkbox"/> Toys      |
| <input type="checkbox"/> Food            | <input type="checkbox"/> Glass/Mosaics        | <input type="checkbox"/> Mixed Media | <input type="checkbox"/> Painting/Drawing/2D |                                    |
| <input type="checkbox"/> Fiber/Textiles  | <input type="checkbox"/> Soap/Personal Care   | <input type="checkbox"/> Jewelry     | <input type="checkbox"/> Wood/Furniture      |                                    |
| <input type="checkbox"/> Other (specify) | _____   |                                      |  |                                    |

**Please submit the following, 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. Quality photographs are important.**

- Clear close-up photographs of each type of product you wish to sell. Please send at least three different product photographs for each category.
- 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 one.
- Any other licenses required by the state for your particular product (food, greenhouse, etc.)

**Vendor Contract:**

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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 (available on the market website at <http://sundayartisanmarket.org/vendor-information/rules-regulations>).
3. I/We accept full responsibility for any loss, injury or damage to persons or property while operating at the Market.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_  
Please Print Name Below

\_\_\_\_\_

Partner's Signature \_\_\_\_\_ Date \_\_\_\_\_  
Please Print Name Below

\_\_\_\_\_

Partner's Signature \_\_\_\_\_ Date \_\_\_\_\_  
Please Print Name Below

\_\_\_\_\_

*Thank you so much for your time and interest in our Market. You will hear from our market manager when a decision has been reached.*

*Respectfully,  
The Sunday Artisan Market Application Committee*