

VENDOR APPLICATION - THE SHOP IN PRINCETON, AN ARTISAN MARKET

Our Vision

An Artisan Market, featuring one of a kind local talent, with some vintage and antique pieces, as well as a very small amount of vintage inspired wares, and some culinary treats. Something for everyone!

Terms

Two options are available (depending on availability) to become a part of the shop family.

1. 5 x 5 booth \$100/month plus 5% commission
2. 10 x 10 booth \$150/month plus 5% commission
3. Consignment only 30% commission

Rent is payable on the 1st of the month via e-transfer, and sales are paid out on the 1st of every month via e-transfer. Payment is required in full upon signing and submitting this agreement.

Temporary booth locations on the front lawn, during the summer are also available:

If you are interested in renting a spot on our large front lawn.

Three booth sizes are available.

5 x 10 booth is \$50 a day or \$100 for 3 days.

10 x 10 booth is \$75, or \$ \$150 for 3 days.

Double booth, 20 x 20 \$125 per day or \$250 for 3 days

Insurance

You are responsible for obtaining your own insurance for your space. Vendor agrees to be solely responsible for loss or damage to sale articles and any vendor property and to hold the Shop harmless from any liability, which may result from vendor's negligence or willful misconduct. The choice to insure or not is up to you the vendor.

Signage, pricing and packaging

Your business name should appear prominently in your space. Pricing should be marked on your product clearly and include your vendor number. Including your business cards in your booth is recommended and encouraged! If you consign with us, using your business card as your price tag is a good idea. By including your business card on your product, the customer easily has your contact info, if they want to follow you on your social platforms and/or get in contact with you.

Prices shown must already include HST.

If items do not have your own packaging, they will be wrapped in paper when appropriate and placed in “The Shop in Princeton, an Artisan Market” bag, and tied with our customized thank you tag. In addition, we have a Loyalty Card we give to customers during purchase (This is all included with your rent).

Marketing and Advertising

The Shop utilizes various forms of advertising:

- Shop website is theshopinprinceton.ca
- Facebook, Instagram
- An ad runs 104.7 Heart FM (Woodstock)
- The Daytripper, which includes an ad, and we are located on the map.
- The Shop believes in supporting other local businesses, by carrying their postcards/ads, and they often reciprocate by carrying ours.

We encourage you as the vendor to utilize your social media platforms to advertise your product and the Shop as much as possible as. For example, when posting your products that are available at the Shop, please remember to tag, the shop if posting on Facebook, and hashtag if posting on Instagram. A win/win for all.

(@The Shop in Princeton – will tag us on Facebook. #theshopinprinceton for Instagram)

Workshops and Classes

We encourage you to take advantage of our workshop area at the back of the shop to host workshops. Customers who love DIY's, love to meet our artisans, and go home with a completed project. We provide the space, and a very small fee for use of the space. You provide the materials required to make the item, as well as refreshments, if you so wish to offer this.

Ideally we would love to host one or two workshops a week. We will co-host this event on Facebook. We find that in the lean sales months after Christmas, this is a great sales generator. The shop is open for business during the workshop, and we encourage you to offer a discount on your booth/items during the workshop event.

Disputes & Grievances

All disputes and grievances are taken seriously. We love to hear all input, ideas and opinions, but we reserve all rights and responsibilities to the success of the Shop as a whole. **This includes denial of your item/product when inspected by the shop owner, if she feels it does not fit with the vibe of the shop.**

Please note, in this situation, do not feel rejected in any way! Viewing an item online, and seeing it in person can be two different things.

We reserve the right to cancel any contract at any time, should we find there is reasonable cause. If we ask you to leave the shop, you will have 2 days to remove your items, during a specified and agreed upon time.

Vendor Agreement

The Shop requires a six month commitment from all booth owners. The same commitment is not required of consignors but is encouraged. Any cancellation needs to be made five days prior to the end of the 6 month period. You may cancel in writing, via email (sandydekoning1@gmail.com), or by contacting Shop owner, Sandra deKoning by cell – (226)883-0630. If cancellation is not made in the stated manner, payment is forfeited.

Vendor's Signature: _____ **Date:** _____

To secure your space in the shop:

Read, and initial each page of the application and sign and date where indicated.

Vendor/Consignors Bio

1. What do you make?
2. Do you have a storefront, or involved in another market?
3. Do you utilize social media platforms, and if so, please list them here.
4. Please include at least five photos of your work, or a link to your portfolio.