

# Jen's Market's & Events LLC

## Oc-TOBO-Fest Vendor Application

Please e-mail your application with  
product pictures to:  
[jennifer@jens-market.com](mailto:jennifer@jens-market.com)

DATES & TIMES      FRIDAY OCTOBER 24<sup>TH</sup>      SET UP 9 AM – 2 PM      EVENT HOURS 3 PM – 7 PM  
SATURDAY OCTOBER 25<sup>TH</sup>      SET UP 9 AM – 10:30 AM      EVENT HOURS 11 AM – 7 PM  
SUNDAY OCTOBER 26<sup>TH</sup>      SET UP 9AM -10:30 AM      EVENT HOURS 11 AM – 7 PM  
BREAKDOWN IS PROMPTLY AT 7 PM ON SUNDAY.

LOCATION      Sandy Beach Park, Lake Tobesofkee    6880 Moseley Dixon Road    Macon, GA 31201  
There are 48 spaces in the parking lot and up to 30 available in the grass.  
Spaces are an ample 10x10 with about 2 feet between each tent.  
You are allowed to book multiple spaces if you need a larger area.  
Spaces 1-17 and 18-32 can park directly behind their space on the grass.  
\*\*\*NOTE: if you need to leave at any time during the event you will need to park across the drive.  
No cars will be allowed IN or OUT of the tent area once the event opens.  
Spaces 33-48 are the center row, vendors can drop set up and park in the lot across the drive.  
There are 3 FOOD TRUCK spaces (up to 40ft each) by the Pavilion (indoor seating & covered patio).

Tents can be dropped overnite with merchandise. There is security.  
There is NO electricity available. Quiet generators are acceptable. Sunset in October is 7 PM, so lights are optional.  
Vendors do not pay the Park Entrance Fee.  
Claystone Park at Lake Tobesofkee is about a mile from Sandy Beach Park and has RV and Camping sites.

Please read the additional guidelines on the next page and initial.

Name \_\_\_\_\_

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

Address \_\_\_\_\_ City \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_

e-mail \_\_\_\_\_ Contact Phone # \_\_\_\_\_

### Product Category

\_\_\_\_\_ Crafts, Produce, Direct Sales    3 DAY RATE \$125    Product: \_\_\_\_\_

\_\_\_\_\_ Commercial Vendor    3 DAY RATE \$300    Product or Service \_\_\_\_\_

FOOD VENDORS: Please review requirements for packaged foods (Cottage Food Law) or Hot Foods/Trucks (Mobile Food Service License) or CBD edibles (Hemp Food Establishment Permit)

\_\_\_\_\_ Packaged Foods (for take home) \_\_\_\_\_

\_\_\_\_\_ Food Truck/Hot Foods    Basic Menu \_\_\_\_\_ Length of Truck \_\_\_\_\_

**PAYMENT can be made on the website [www.jens-market.com](http://www.jens-market.com) Vendor Booking page**  
**(you will be granted access after being approved)**

Payment is for all three days. Vendors not able to do Friday will be assigned spaces last.

**SPACES are assigned in the order of when Payment is Received and Based on Category of Product.**  
**If your category is full, your payment will be refunded immediately.**

## PLEASE READ AND INITIAL AT THE BOTTOM OF THE PAGE

**All vendors are reviewed for acceptance.** It is our goal to have a wide variety of products with a focus on fresh foods and hand crafted items. We do not allow: political products or advertising, religious products or advertising, Scout Troops (no cookie selling), Yard Sale or Bulk purchased variety store items. We do allow a percentage of Direct Sales and Commercial Businesses – those spots are non-competitive companies.

Your application must indicate what you are selling and your set up at the market **MUST** be 75% or more of THAT SPECIFIC PRODUCT. Example: If you sell vegetables, don't bring handmade scarves.

We do suggest our vendors have proper permits and or business licenses to conduct business at the markets. ALL FOOD VENDORS must meet Georgia requirements for food handling and packaging. Jen's Market Inc., is not responsible or liable for any vendors business operations.

### PAYMENT

Payments are due no later than October 15th. Payment can be made on line at [www.jens-market.com](http://www.jens-market.com) Vendor Booking page (private page)

### COMMUNICATION

All vendors are required to create their login for access to the private page "Vendor Booking" on the website and have e-mail to receive updates on the event.

### SET UP/TEAR DOWN

Jen's Market does not supply or rent equipment - all vendors must bring their own display, tent, tables, chairs, weights and trash can if offering food or product samples.

Vendors should be completely set up with vehicles removed from the site 30 minutes BEFORE the event starts.

**Vendors arriving late will forfeit their space and be moved to the add-on space area.**

No vendors allowed to set up after the event has opened. No walk on's allowed.

Have all your items boxed & broken down before bringing your vehicle back on site to load.

No EARLY breakdown without prior approval from Event Manager.

**Weights for tents are mandatory!!! At least 25 lbs per tent leg.**

**Vendors MUST display a sign identifying the product and/or business name. Signage must be securely attached to booth, table or stall as not to interfere or impede foot traffic.**

**Vendors are responsible for keeping their space attractive during market hours and for cleaning up their space after the market closes, including removal of garbage (from event site - not placed in onsite trash receptacles) and sweeping up any loose debris. NO SMOKING/VAPING IN BOOTH SPACE.**

### CANCELLATION POLICY:

**Oc-TOBO-Fest by Jen's Market is an outdoor, rain or shine market.** Booth fees are non-refundable.

By choosing to participate in a rain or shine market, vendors assume all risks associated with adverse weather conditions.

Booths must be staffed during operating hours. Breakdown of your booth before end time is not permitted, unless permission is first obtained by the market manager PRIOR to the market date.

Jen's Market reserves the right to refuse or terminate any vendor who does not comply with the above guidelines.

### PROMOTER STATEMENT:

Jen's Market managers and promoters reserve the right to restrict or terminate any vendor's activity or remove any product, which, in their opinion, is objectionable or inappropriate or is detrimental to the quality of the event as a whole. In the event of any restrictions or evictions, Jen's Market and its affiliates will not be liable for any refund of rental or other expenses.

Jen's Market managers and promoters reserve the right to remove, without refund or recourse, any exhibitor who misrepresents himself or his product. In addition, the promoter reserves the right not to select vendors who may not be suitable for the market.

**I have read the Vendor Market Guidelines and understand my responsibilities as a vendor at Jen's Market's.**

**Please initial** \_\_\_\_\_