



Artisan Vending Application

Downtown Auburn Saturday Market

NYS Equal Rights Heritage Center

June 29 – August 31, 2024 (9 dates)

Saturdays, 9AM - 1PM

The City of Auburn and the Downtown Auburn BID are pleased to invite you to participate in the Downtown Auburn Saturday Market. There will be artisans, food and beverage sales, plus live music. The event will take place outdoors at the **NYS Equal Rights Heritage Center, 25 South Street**, and Lincoln Street in downtown Auburn.

All vendors will keep 100% of sales as this is an opportunity to showcase your best products & market your business to the community. Please share literature at the event as it is designed to promote your business.

Booth set-up	Saturdays, June 29 – August 31	7:30am – 8:30am
Event (rain or shine)	Saturdays, June 29 – August 31	9am – 1pm
Booth breakdown	Saturdays, June 29 – August 31	1pm (at earliest, unless
*NO JULY 6 MARKET		vendor sells out of product)

MARKET GUIDELINES

Content: Work exhibited at the event must be for a **family-oriented atmosphere** and items for sale must be **produced and/or created by the vendor**. There is no guarantee that by submitting an application you will be approved.

Requirement: A **signed application** is a commitment to show. Vendor **registration fee has been waived** for this year of the Market. **Please checkmark** the entire season (9 Saturdays starting June 29) or weekly anticipated Saturdays of participation on the event dates listed below. Read, sign, and date the City of Auburn’s **Hold Harmless Agreement**.

DISPLAY REQUIREMENTS

Booth Spaces: Booth spaces are approximately **10-feet wide by 10-feet deep**, available to vendors. All exhibitors are expected to bring their own display units, materials, tables, chairs, tents, panels, covers, etc. Vendors are encouraged to bring a 10’x10’ pop-up tent with the appropriate tent stakes and weights in the case of windy weather. Vendors are responsible for keeping booth(s) clean and orderly during and after the show, including removal of trash. **Electricity is not available. Please bring a silent generator if you need power or wireless devices, as free WiFi is available.**

Artisan Vending Application – Downtown Auburn Saturday Market

QUESTIONS: Call Courtney Kasper 315-258-9820

EVENT: Saturdays, June 29 – August 31, 2024

Name: _____ Cell: _____

Address: _____

Website: _____ Email: _____

ENTRY CATEGORIES

Please check all that apply.

- | | | | |
|--------------------------------------|--|---------------------------------------|--|
| <input type="checkbox"/> Paintings | <input type="checkbox"/> Baskets | <input type="checkbox"/> Quilts | <input type="checkbox"/> Clothing items |
| <input type="checkbox"/> Pottery | <input type="checkbox"/> Watercolor | <input type="checkbox"/> Metal works | <input type="checkbox"/> Other (Specify) |
| <input type="checkbox"/> Artwork | <input type="checkbox"/> Wooden crafts | <input type="checkbox"/> Jewelry | |
| <input type="checkbox"/> Printmaking | <input type="checkbox"/> Candles | <input type="checkbox"/> Leather | |
| <input type="checkbox"/> Photography | <input type="checkbox"/> Mixed Media | <input type="checkbox"/> Soaps/Scents | |
| | <input type="checkbox"/> Glass work | <input type="checkbox"/> Furniture | |

Saturday 2024 Market Event Dates (9 dates)

Please check all that apply:

JUNE

- June 29** – Season Opening Day

JULY

- July 13** – Bob Piorun Jazz Trio with Julie Howard & Michael Doyle
- July 20** – Perform 4 Purpose Senior Showcase & The REV Theatre's *The Boy Who Cried Wolf*
- July 27** – Acoustic Duo Jim Van Arsdale & Connie Patti

AUGUST

- August 3** – Sweet Treat Trail Takeover ft. Lock 52 Jazz Band (*limited vendor spots available)
- August 10** – City of Auburn Founder's Day
- August 17** – Local favorite psychedelic garage country group Honky-Tonk Hindooz
- August 24** – Women's Equality Day ft. Jess Novak & Colleen Kattau
- August 31** – Season Closing Day ft. R&B/Soul vocalist Michael Houston & guitarist Dave Kuykendall

ARTISAN AGREEMENT (Please read, sign, and date)

As a vendor, I agree to the guidelines of the Downtown Auburn Saturday Market at the NYS Equal Rights Heritage Center. The undersigned will indemnify the City of Auburn safe from any and all liability arising out of the action taken by the undersigned or any third party in conjunction with the use or occupancy of the space assigned to the vendor, whether such liability be the result of the negligence, active or passively of the undersigned, its officers, agents and employees and from all cost and expense including attorney's fees incurred in litigation or handling of such claims.

Nothing contained in this agreement or in any prior or any subsequent negotiations shall entitle the exhibitor to any specific space and the City of Auburn retains the right to position the exhibit space with regard to the overall exhibit plan, to make any necessary changes therein.

I have read the guidelines and I agree to abide by them. I agree that the City of Auburn and Downtown Auburn BID will not be held responsible for any theft or loss of property.

Signature: _____ **Date:** _____

Attention: Courtney Kasper
NYS Equal Rights Heritage Center
25 South Street, Auburn, NY 13021
315-258-9820 • courtney@equalrightsheritage.com

HOLD HARMLESS AGREEMENT

_____ does hereby covenant and agree to defend,
(Applicant)
indemnify, and hold harmless the City of Auburn from and against any and all liability, loss, damages, claims, or actions (including costs and attorney fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of (check one):

- Casey Park Facility
- Equal Rights Heritage Center
- Hoopes Park Facility
- Market Street Park Facility
- Showmobile
- State St. Plaza
- Other Facility/Location: _____
- Special Event (Please specify): _____

Property, facilities, and/or services by the City of Auburn and/or the activities, functions, events, affairs, or proceedings of _____ on _____.
(Applicant) (Date of usage)

CITY OF AUBURN

By: _____
(Applicant)

By: _____
(City Manager)

DATE: _____

DATE: _____