



**Market Vendor Application Packet OVERVIEW** The event will be held once a month, ONCE a Month. Once you sign up and your application is received and approved you will receive an **invoice email from JEMarketEvent@gmail.com**:

- Your **Vendor Application**
- Your **Event Waiver & Schedule**

We will send you an email back with approval and link to invoice a week or more before the event date. Please review and complete the pay invoice promptly to secure your spot.

We're excited to have you join us!

**Our Information:** Jasline Del Toro and Elena Rodriguez are responsible for the monthly operations of the market and will be in full communication before during and after the event.

Phone: Elena / Jasline (please message) 786-970-4697

Email: JEmarketevent@gmail.com

### **Vendor Agreements**

- Vendors must provide their own tent, tent weights 20lbs per leg, tables, chairs, etc.
- Vendors must NOT Smoke
- Vendors must cancel any assigned dates by the week before the market date. If you cancel after invoice is paid and haven't canceled you are still responsible for that week's invoice.
- If a vendor does not call or no shows or has repeated short-notice cancellations, they may be removed from the schedule.
- Trailer vendors will not detach their vehicles until the market manager (Elena/Jasline) has shown them to their space.
- NO profane items are to be sold at the market This is a family friendly market for all.
- Night Vendors Bring their own power source ie lights, power (small electric generator)

### **GENERAL GUIDELINES**

1. Selection Criteria - Potential vendors are screened based on a number of criteria, including:

- Product Type - Whether the product/service falls within the market guidelines (described below).
- Product Quality – The style, construction and uniqueness of the product.
- Presentation – The display of the products on tables and throughout the booth.
- Vendor Style – The overall friendliness of the vendor.
- Booth Setup
  - Vendors need to have displays that are eye catching and thoughtfully designed.
  - For both appearance and safety reasons, we recommend use of a professional grade 10x10' tents with full internal frames (vs recreational tents that have only perimeter frames).
- Commercial Products – Our focus is on artisan products that are designed and created by the vendor.
  - We do not accept products that are commercially produced and/ or distributed.
- Product Lines – The Market management makes judgements about the appropriate number of vendors within a product category.
  - This assessment is based on the number of total available spaces, etc., and how many vendors are currently vending any one category of product.
  - We limit the number of similar products so that each vendor has the opportunity to be successful.
- Booth Size - The standard booth space is up to 10 feet wide and 10 feet deep.

## **PRODUCT TYPES** -We are looking for.

Food Products - Food-related items are intended to be the core of the market experience.

- Product Types – There are 3 general categories of food products.
  - Ready-to-Eat Foods – e.g. sandwiches, omelets, BBQ, crepes, tamales, beverages, or smoothies.
  - Take-Home Foods – e.g. smoked fish, soup, bread, pies and cakes, salsa, granola, etc.
  - Specialty Foods & Condiment- e.g. gourmet oils, cheese, vinegar, herbs, olive salad, pasta, jams, etc.
- Vendors who sell ready-to-eat food will be favored if they also sell items that are packaged to take home.
- Unique products – We're interested in products that are unusual and not readily available in stores. This might reflect gourmet preparation, unusual flavors or ingredients, or ethnic recipes.
- Healthy Food - We have a strong preference for products that reflect healthy eating practices, e.g. healthy ingredients, freshly prepared, low or no sugar, baked vs. fried, etc.
- Licenses - Food vendors need to meet the requirements of applicable State regulatory agencies.
- Plants & Flowers
  - Product Types - Prospective plant vendors are evaluated based on the unique character of their plants, and how they are different than other plant vendors already at the market.
  - Grower Preference - Preference is given to growers versus resellers.

## Crafts

- Product Priorities- The primary focus of the market is related to produce, food and plants. Crafts supplement these core products and provide color and variety to the market.
- We do not allow any political or religious products/vendors.
- Product Categories - Crafts are evaluated within a respective product type (e.g. pottery, clothing, jewelry, personal care products, yard art, etc.).
  - Homemade – We support crafts people and artisans at the market. As a result, crafts must be made by the vendor.
  - Resale – Items offered for re-sale or are commercially produced **are not acceptable**.
  - Food-Related - High quality and very unique items that are food related (e.g. cookbooks, kitchen utensils, table linens, aprons, etc.) may be considered, even if they are not made by the vendor.

## Services

- Service Delivery - We will consider service vendors if the service is conducted at the market (e.g. face painting, massage, knife sharpening, etc.).

**Cancelation Policy** Once you've paid your invoice, your spot for that market day is locked in. If you need to cancel, just let us know before the one week mark to the market day, and we'll move you to the next month's event. If you cancel after the week before, you will lose the payment for that market date. Please note: **We do not offer refunds.**

**Weather** - If the weather calls for too much rain, wind or lightning, the event will be canceled the day before and you will be notified by email. At that time you will be put on the roster for the next week for a make up event. If you are not able to attend the make up date market, we will NOT offer refunds or move vendors to the next month.

**Parking** - **Please unload your car first before setting up your booth. Once you're done unloading, quickly move your vehicle to the designated parking area shown on the map you'll receive before market day. Thanks for helping us keep things running smoothly!**

## FEES

- Amount - The Vendor fee is **\$35** per 10x10x space.  
Vendor fee of **\$25** for a 6x10 spot under Gazebo. (Only 5-6 spots available in this location)  
Food Trucks are **\$60**. (Make sure to bring food permits/Licensing)  
If your booth is larger than 10x10, you will be charged based on the number of 10x10 spaces you occupy.  
SAVE: Save \$10.00 by paying for 3 consecutive dates at one time. (No refund or make-up if one date is missed)

## LICENSES & TAXES

- Licenses – Vendors are responsible for obtaining any licenses applicable to their products.  
Please bring any licenses or permits needed for food sales.
- Sales Tax - Sales tax, where required by the State, is the responsibility of the seller.

The vendor will also fill out a waiver with the invoice that absolves JEmarketevent from any harm caused the day of the event.

**Please fill out the vendor application and waiver with all the details about your business. Be sure to include a photo and your social media—this helps us determine if you qualify and if we have space available for your type of product or service.**

Name: \_\_\_\_\_

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

Product Sold/Services: \_\_\_\_\_

Website or Social Media Handle: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Thank you for your interest in joining JEMarketEvent!

We're excited to learn more about your business and can't wait to bring creative, passionate vendors like you into our community. Once your application is reviewed and approved, you'll receive and Invoice for payment. You will receive another email days before the day of the market with you space number and a review of all rules for the day of the market including parking locations, restrooms, and information tent location. If you have any questions in the meantime, feel free to reach out to us at **Email:JEmarketEvent@gmail.com** and check us out online at **www.JEmarketsEvents.com** We appreciate your time—and look forward to working with you soon!

— The JEMarketEvent Team



### **Market No-Fault Waiver Agreement**

**By participating in a JEMarketEvents market or event, you acknowledge and agree to the following:**

**Assumption of Risk:**

**I understand and voluntarily assume all risks associated with participating in the market, including but not limited to: setup, breakdown, interaction with the public, weather-related conditions, and the transportation of goods and equipment.**

**No Liability:**

**I agree that JEMarketEvents, its organizers, customer, staff, volunteers, and venue partners are not liable for any loss, theft, damage, or injury to myself, my team, my products, or my property before, during, or after the event.**

**Insurance Responsibility:**

**I understand that it is my sole responsibility to carry any desired insurance (including liability or property coverage) for myself and my business.**

**Compliance with Rules:**

**I agree to follow all market guidelines, including setup times, booth operations, health and safety regulations, and any directions provided by event organizers.**

**Indemnification:**

**I agree to indemnify and hold harmless JEMarketEvents and associated parties from any claims, damages, or legal actions that may arise out of my participation in the market. By signing this waiver or completing event registration, you confirm your understanding and acceptance of these terms.**

Name:

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Signature:

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Date:

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Name/Company

Season 2 Downtown Haines City Market  
Starting this September 2026 - May 2027

Once a Month, usually the first Saturdays from 10am-2pm at  
Railroad Park across the street from the Public Library.

**PLEASE PICK ONE**

**TENT**

20lb of weight for each  
leg/table/chair

**TABLE**

Up to 6ft table/chair  
(Limited spaces)

**FOOD TRUCK**

Average size or smaller

Choose Dates

**September 5, 2026**

 Fall Kickoff —


Celebrate the start of the season Autumn vibes.

**October 3, 2026**

 Harvest & Halloween Fun —

Pumpkins, and spooky-season favorites.

**November 7, 2026**

 Thankful & Local —

Fall Flavors, Giving thanks & support local vendors.

**December TBA, 2026**

 Holiday Market —


Find unique gifts, festive treats, and seasonal cheer.

**January 16, 2027**

 New Year, Fresh Finds —

Start the year right with yummy food and handmade goods.

**February 6, 2027**

 Sweetheart Market —

Valentine-inspired treats, gifts, and local love.

**March 6, 2027**

 Spring Awakening —

Fresh blooms, new crops, and brighter days ahead.

**April 3, 2027**

 Spring & Easter Market —

Seasonal goodies, spring flavors, and family

**May 1, 2027**

 Season Finale —

Celebrate the end of the season with sunshine, fresh finds, and  
community vibes.

**LOCATION: 502 E MAIN ST. HAINES CITY, FL 33844**

**WHEN: MONTHLY MARKET | SEPTEMBER 2026 – MAY 2027**

**TIME: 10:00 AM – 2:00 PM**