

CASSVILLE MISSISSIPPI MARKET – VENDOR AGREEMENT/RULES 2023

Cassville’s Mississippi Market offers community members access to fruits, berries, vegetables, cider, honey, sorghum, maple syrup, fresh and dried flowers, nuts, indoor and outdoor plants, baked goods, processed foods, dairy products, eggs, meats, and vendor produced apparel and crafts. The Market is intended to give growers, producers, and non-profits an opportunity to deal directly with each other and the consumer. The Mississippi Market is also intended to enhance and encourage shopping in our community.

NAME: _____
ADDRESS: _____ CITY/STATE/ZIP: _____
PHONE: _____ EMAIL: _____
TYPE OF CRAFT/VENDOR: _____

Please read the following:

- I (we) agree to assume full responsibility for my (our) vendor stand and will not hold the State of Wisconsin, the County of Grant, the Village of Cassville, Cassville Tourism, or anyone connected with Sip and Shop in any way liable for personal injuries, accidents, loss or damage to personal property.
- Participants agree to observe all rules and regulations of the State of Wisconsin, the County of Grant, the Village of Cassville, Cassville Mississippi Market, and Cassville Tourism pertaining to the use of FOUL LANGUAGE or UNAPPROPRIATE BEHAVIOR.
- Unless you are a vendor (for example Mary Kay, LuLaRoe, Jamberry, etc.), all items must be handmade
- Cassville Tourism welcomes non-profit groups and fundraisers to participate. Non-profits/organizations and fundraisers must complete an application and comply with these Mississippi Market Rules (i.e. food safety guidelines, proper labeling, and proper endorsement of organization or fundraiser).
- Mississippi Market vendors must have a part in the growth/production/marketing of their own products, vendors may **NOT** purchase and repackaged for resale at the Mississippi Market
- *Furnishings* - All equipment or items necessary to set up a vendor booth (extension cords, table, tent, etc.) must be furnished by the vendor.
- No used or flea market items will be allowed.
- *Tent Canopies* – At the CMM, canopies must be secured, tied or weighed down. Vendors are prohibited from drilling holes or permanently attaching part of their display to surfaces.

- *Power Requests* - If power is needed, please indicate the need on your application so that accommodations can be made.

- *Hours of Business*: Vendors may begin setting up on Saturdays, at or after 7:00 am and must be completely set up by 8:00 am. Vendors will be open from approximately 8 am to 12 pm. All vendors should plan to remain open during the scheduled times. Memorial Day to Labor Day.

- Cassville's Mississippi Market, Inc. has the right to refuse any vendor that does not meet the Market guidelines. Vendors will be admitted to the CMM based on market requirements, space availability, and product representation.

- *Failure to Comply*: Vendors who do not comply with these Rules & Regulations may be penalized or lose vending privileges. The process will be first a verbal/written warning, 2nd violation to comply will be two (2) Saturday suspensions, 3rd a violation to comply will result in vendor removal from the Market for the remainder of the season. Fees will not be refunded.

- *Closure* - Though the CMM is a rain or shine event, Market closure can occur if any of the following (but not limited to) occur: Check the Cassville Mississippi Market FB page for Closure by 7 AM.
 - i) Inclement Weather - thunder/lightning, tornadoes/heavy wind, hail, blizzard, or icy conditions where safety is compromised.
 - ii) Public Safety Threat - active aggressor, active public threat, environmental safety hazards at the Market locations.

- All vendor fees are used to fund the daily operations of the Market as well as advertising, promotions, and Cassville Park.

- *Clean up* - Vendors must clean up their sales area completely prior to leaving. Absolutely no dumping of produce refuses in the park receptacles. Please pick up all trash in your area.

- *Market Facilities* - Lavatory facilities and water are accessible at Riverside Park.

- *Parking* - A vendor must move all vehicles out of CMM premises promptly after unloading and before setting up the booth and product display. Vehicles used for loading and unloading may not block the street. Vendors must park vehicles as not to block others from driving down the street and not to block neighboring vendor stalls. After unloading, please park vehicle's down in Riverside Park in the parking lot.

- DO NOT DRIVE on the Riverwalk going through Cassville Riverside Park.

- *Take Down & Exiting Market* - The CMM closes at noon. Vendors are not allowed to drive vehicles into the Market area until 12:05 p.m. Please plan accordingly. To ensure a smooth transition for the entire CMM community, vendors are required to prepare and pack products & equipment and completely take down stalls and be ready to load vehicle **BEFORE** driving vehicles into the market area. Vehicles used for loading cannot block the street.
- All vendors are expected to conduct themselves in a courteous and responsible manner. Profanity is strongly always discouraged.
- The Market does not support or endorse a specific political agenda or affiliation. Vendors are discouraged from publicly displaying and/or endorsing their political affiliation at their vendor stations during market hours.
- Cassville’s Mississippi Market, Inc. does not discriminate against individuals based on sex, religion, color or national origin or ancestry, age, handicap, marital status, physical characteristic, or political belief. All vendors participating in the Market must not discriminate against individuals based on sex, religion, color or national origin or ancestry, age, handicap, marital status, physical characteristic, or political belief.
- **Social Media:** All vendors are encouraged to share the events created by the Cassville Mississippi Market on social media. The Tourism Director creates social media posts of vendors and their offerings before every Market. Do not create your own event for the Market as it can lead to confusion for customers. You are encouraged to send images to tourism@cassvillewi.gov.
- **Cancellation Policy:** The Tourism staff will post on the Cassville Mississippi Market FB page any Market cancellations due to inclement weather conditions. Tourism staff will also email by 1 hour prior to set-up. Vendor cancellations of CMM dates due to health, business failure, or other circumstances must be made to tourism@cassvillewi.gov. There are no refunds for cancellations.
- **Market Pet Policy:** All vendors must adhere to the CMM Pet Policy.

By signing below, you agree to the above rules and regulations.

Signature of Vendor: _____ Date: _____

Return to: Cassville Tourism | PO BOX 171 | Cassville, WI 53806
 or drop it off at Municipal Building in Cassville or email the signed document to toursim@cassvillewi.gov

