



Lockport Main Street Inc.
1 East Ave. Lockport NY 14094
716-434-0212

July 13, 2019
Canal Street Artist Showcase

Lockport Main Street and the Kenan Center are proud to partner in creating a Canal Street Artist Showcase on July 13th during the Lockport Community Market. Come join us in making art accessible to our patrons!

Business Name: _____

Owner Name: _____

Address: _____

City/ State/ Zip: _____

Market Vehicle License Plate Number: _____

Business Phone: _____

Cell Phone: _____

Email: _____

Website: _____

Social Media (be specific. Example: Instagram @lockportcommunitymarket)

Will you need electricity? Yes / No or Bringing your own generator? Yes / No

Number of Vendor Spaces Required, \$25.00 per space: _____



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Rules and Regulations

Abbreviated from the Vendor Rules and Regulations of the Lockport Community Farmers Market.

- All vendors are required to supply their own tent, tent weights, and displays. Vendor displays are designated to 10'x10'. If you require a larger display area, please make a note on the front page of the application.
- Vendors must bring whatever they need to conduct their business while fitting into their designated display space.
- All tents must be weighted, if your tent is not properly weighted you may be asked to take down your tent for the duration of that market day. This is to protect our vendors, their merchandise, our staff and the customers of the market.
- Staff will be on hand by 7:30 am each Saturday. Although you will be allowed to unload near the Market area, you are asked to park your vehicle in one of the designated City lots (NW corner of Niagara & Church or City Hall on Main St) to allow for customer parking near the market. No vendor parking is allowed in the lot behind Canal Street or on Church Street, Canal Street or Ontario Street.
- Every vendor must be completely set-up and ready to welcome guests by 9:00 am. Your display must always be manned. No merchant will take down their display until 2:00 pm.
- The Market will take place rain or shine and no rain dates will be offered. The Market will only be closed in the event of severe or dangerous conditions. The organizers of the Market will call vendors if there is a need to cancel that day's events.
- Bathroom facilities for merchants are in the Erie Canal Discovery Center.
- In order to maintain a diversified selection of products, the committee may limit excessive duplication of product types.
- The Lockport Community Market Committee will make a concerted effort to advertise the market through multiple outlets.
- Upon request, we will provide you with electronic formats of fliers and emails which you can in turn distribute as you see fit.
- Vendors without insurance assume all liability for allotted space and the products contained therein. A Certificate of Insurance naming Lockport Main Street 1 East Ave. Lockport, NY 14094 and the City of Lockport 1 Locks Plaza Lockport, NY 14094 as additional insured is strongly encouraged.
- Call if you have any questions about these policies.



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Payment and Vendor Agreement

Artist vendor fee for the Canal Street Artist Showcase is \$25.00/ vendor space.
The event will take place from 9:00am-2:00pm on Saturday July 13, 2019.

This Showcase is taking place with the partnership of Lockport Main Street Inc. and the Kenan Center and will coincide with the Lockport Community Farmers Market, the Never Too Late to Start in Art, the Sweet Chalk Festival, and the Lockport In Bloom Garden Walk all taking place on July 13, 2019.

All Checks should be made to Lockport Main Street Inc. in the amount of \$25.00/ vendor space. Please mail this form, with payment, to Lockport Main Street Inc.

Application deadline is July 5, 2019. Any applications received after this will be based on availability. Please feel free to contact me directly with any questions regarding the event at jessica.Dittly@gmail.com or LockportMainStreet@verizon.net.

In signing this application, you agree to all the Rules and Regulations of this application and will uphold all requirements throughout the duration of the Market day.

Signature of Primary Merchant

Date