



2024 VENDOR APPLICATION FORM

Porter-Boone Park | 1105 Main St | Aumsville, OR 97325

Market Hours: 9:00am - 2:00pm

CONTACT INFORMATION:

Name: _____ Business Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Alt Phone: _____ Email: _____

DATES YOU ARE APPLYING FOR:

___ June 1 ___ June 29 ___ July 6 ___ August 3 ___ September 7

_____ Initial here to show understanding that each vendor spot is 12ft X 12ft and your pop-up tent may not exceed that.

Reservation fee per space, per Saturday is \$20. Please indicate the number of spaces you would like per market date.

Spaces per date: _____ X Number of dates: _____ X 20= Reservation fee: \$ _____

Fees must be submitted with the application to City Hall by the last business day prior to the market date.

Payment Methods: Check, Cash or Card

All card payments will have a service fee.

If paying by check, make payable to:

City of Aumsville 595 Main St, Aumsville, OR 97325.

If you wish to pay online, use the QR code here:



PRODUCT CATEGORY:

___ Arts & Crafts ___ Fresh Produce ___ Specialty Foods ___ Garden/Floral ___ Other

DESCRIBE YOUR PRODUCT(S) IN DETAIL

VENDOR CRITERIA FOR MAUDE’S VILLAGE—Inside Vendor Spaces

Our intent for Maude’s Village is to house season long vendors offering a variety of fresh produce, specialty foods, and flowers. Space in Maude’s is limited, and the selection process is competitive. Criteria to be considered for a space in Maude’s Village:

1. Vendor is willing and able to commit to the full market season
2. Vendor is selling fresh produce, specialty foods, garden or fresh flowers

If you meet the criteria listed above and wish to be considered for a space in Maude’s Village, please select:

___ I wish to be considered

___ I am not interested / do not meet the criteria at this time

VENDOR RESPONSIBILITIES

- Vendors must possess own insurance.
- Food vendors must have appropriate permits from Marion County Health Department. For license information: (503) 588-5346 or visit [Food Licensing Program](#)
- Vendors are responsible for furnishing their own tables, chairs, and shade covers.
- Independent consultants or sales representatives for organizations such as Tupperware, Mary Kay, Scentsy, etc. must indicate the product brand on this application. It is the vendor's responsibility to know if their organization has a noncompete policy that only allows one rep at an event.

MARKET LOGISTICS

Market Coordinator– The market coordinator is Colleen Rogers. Her email is srr.colleen@yahoo.com

City Hall will simply be collecting applications and fees. All other coordinating will be done with the coordinator.

Space Location - Space assignments will be emailed out each Friday. Please check in with the Event Coordinators as soon as you arrive, they will let you know where your assigned spot is located.

Parking - There will be a designated parking area for your vehicles once you are unloaded. Vendors may park near their assigned booth space to unload product. Once product is unloaded (and before setting up) please move your vehicle to the designated vendor parking area to allow other vendors to park close and unload.

Timeline

7:00am	Vendor booth set up
9:00am	Saturday Market opens
2:00pm	Saturday Market closes/ Vendor pack up

No Early Teardown

- No teardown before 2pm
- Vehicles will not be permitted to enter the market area to load until 2:01pm
- We have advertised booths will be open until 2pm and need to honor our commitment

I hereby apply for a vendor space at the Aumsville Saturday Market. I have read this application in its entirety and understand the provisions for vendors. I agree to comply with all conditions set forth. I realize and hold harmless the City of Aumsville and any associated entities from any and all liability, including, but not limited to theft, personal injury, acts of war, or acts of nature. I understand that this application does not guarantee a space in the marketplace. I understand that acceptance to the marketplace does not guarantee me sales.

Applicant Signature

Date

Thank you for being part of the 2024 Aumsville Saturday Market!