



**MARKET BASKET 2018**

*Enchanted Evergreen*

November 10, 10am-5pm | November 11, 11am-4pm

Court of De Luna Event Space, 116 E. Gonzalez Street

**VENDOR APPLICATION**

**I. GENERAL INFORMATION**

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

Point of Contact: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

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

Website: \_\_\_\_\_

Facebook Page: \_\_\_\_\_

Number of years in business: \_\_\_\_\_ Do you have a storefront?  YES  NO

How did you hear about this event? \_\_\_\_\_

Have you participated in this event before?  YES  NO

**II. DESCRIPTION OF MERCHANDISE (Food vendors skip to Section III)**

**\*\*Market Basket vendors must showcase products for onsite sales at their booth.\*\***

Please list all specific types of merchandise including: product description, services, and vendor/ brand names to be displayed. Selections are based on this information and any changes must be approved 10 days prior to the event. The Junior League of Pensacola reserves the right to exclude any merchandise from your booth if not listed below.

Indicate the percentage of each type of merchandise you will have in your booth (all that apply):

- |                              |                         |                           |
|------------------------------|-------------------------|---------------------------|
| _____ Antiques               | _____ Gourmet Food      | _____ Pewter              |
| _____ Art                    | _____ Men's Clothing    | _____ Kitchen Accessories |
| _____ Books                  | _____ Health/Beauty     | _____ Soaps               |
| _____ Candles/Potpourri      | _____ Men's Accessories | _____ Ladies' Clothing    |
| _____ Children's Accessories | _____ Holiday Décor     | _____ Stationary          |
| _____ Children's Clothing    | _____ Music/Accessories | _____ Ladies' Handbags    |
| _____ Collegiate Merchandise | _____ Home Décor        | _____ Toys                |
| _____ Dolls/Dolls Clothing   | _____ Pet Gifts         | _____ Linens              |
| _____ Floral/Garden Products | _____ Jewelry           | Other: _____              |

Price Range of Merchandise (i.e. \$20-\$150) \_\_\_\_\_

### III. DESCRIPTION OF FOOD

Each food vendor may provide food samples at their discretion but samples are not required for participation. All costs of food and preparation shall be covered by the applicant. No open air cooking is allowed. Crockpot and food warmers are permissible. The Junior League of Pensacola has the discretion to request to discontinue cooking due to strong odors, allergies, etc. Will you need an outlet?  YES  NO

Please provide information on what type of samples you will provide (if applicable):

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Food Vendor Merchandise: As a food vendor, you will be encouraged to sell related products at Market Basket. Please list all specific types of merchandise, including product descriptions, services, and vendor/brand names to be sold:

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### IV. SUPPORTING DOCUMENTS

In addition to the merchandise and/or food samples previously described, please email the following item(s) to [marketbasket@juniorleagueofpensacola.org](mailto:marketbasket@juniorleagueofpensacola.org): Photos, marketing materials, brochures, booth photos, etc. Providing a link to your website or Facebook page showing specific merchandise is also acceptable.

**\*\*APPLICATIONS WILL NOT BE ACCEPTED WITHOUT SUPPORTING DOCUMENTS\*\***

### V. BOOTH PREFERENCE

Booth Entry Fee includes: 6' table, tablecloth, two chairs, and trash can. Wifi will be available for vendors, but personal internet access is recommended for best connection. If placed on a wait list, you will be notified via e-mail of openings on a first come, first serve basis.

Select Booth Preference Below:

- 8' x 8' Early Bird Booth (Indoor) – \$350 total for both event days + Friday night set-up
- 8' x 8' Food Vendor Booth (Outdoor) – \$150 per day
- Food Truck Space – \$150 per day

VI. PAYMENT INFORMATION If selected as a Junior League Market Basket vendor, you will receive a contract for completion and payment instructions.

To receive the Early Bird rate, a \$175 deposit (\$150 for food vendors) must be received by Sunday, September 30. All final payments are due no later than Monday, October 15. Booth space is only guaranteed if all payments are received by the deadline.

**Thank you for your interest in Market Basket 2018!**

**If you have any questions or concerns please contact us at [marketbasket@juniorleagueofpensacola.org](mailto:marketbasket@juniorleagueofpensacola.org).**