

VENDOR APPLICATION
***To apply call Walnut Grove City Hall**
770-787-0046

Name of event Walnut Grove Park Market

Date of event _____

- All vendors \$15.00, you MUST apply and be approved through Walnut Grove City Hall 770-787-0046 (vendor's application can be denied if deemed necessary and fee refunded.)
 - All non-sales vending will have to bring your own tables. Advertising, giveaways, signups, demonstrations, etc. will be in grassy areas only, not in pavilion.
 - Application fee is non refundable for weather or no show, fees pay for pavilion/ park rental and advertising.
 - If you request a picnic table in pavilion, it is first to apply, once those are sold you will have to bring your own table to set up in any grassy areas, first come.
 - No tables will be allowed in parking area. Gates are open so you may set up anytime before 9:30AM then move your vehicle to lower parking area or to softball field area.
 - After City Hall approves your application and payment, table numbers and vendors assigned for pavilion will be on a map and list, if you're in the grass you will have a "G" next to your vending name. This information will be emailed to you before market day. Numbers are not on tables so please follow the map.
 - Electric in pavilion and some outdoor areas at no extra charge.
 - Bathrooms are at the right side of pavilion.
 - The market is advertised 10-4, you must be set up by 9:30AM, (driveway will then be blocked off until 4PM)
- BREAK DOWN is not until 4PM, you must make every effort to keep your tables up for sales until then unless emergency.
- Vendors are responsible for leaving the area in the same condition as they found it.
 - The City of Walnut Grove will not be responsible for uninsured vendors.
- *If you have ANY VENDOR questions, please text/call Kim 770-630-8645

Contact person _____

Phone _____ Address _____

Email _____

Vendor Name _____

Description of items to sell _____

*please read all information above and sign below that you agree to follow these guidelines.

Signature _____ Date _____