

# SundayMarket@TheGreen, 2021

Stella, Property Development and Event Production LLC is currently accepting applications for vendors to participate in the **SundayMarket@TheGreen**.

We are excited to bring this European-inspired open-air market to our neighborhood.

Cambria City is easily accessed by Route 56. There is an abundance of on-street parking in what many say is the most walkable and livable neighborhood in the city.

The Market is produced and managed by Stella, Property Development and Event Production LLC, a business located in Cambria City. Stella is dedicated to creating a vibrant neighborhood lifestyle and making Cambria City a welcoming and exciting place to work, shop, visit, and live. [stellajohnstown.com](http://stellajohnstown.com)

The **SundayMarket@TheGreen** will be held on the following Sundays, **May 23rd, June 27th, July 25th, August 22nd and October 24th**; 8:00am-4:00pm on The Green, 701 Chestnut Street, the corner of 7<sup>th</sup> Avenue and Chestnut Street, Cambria City.

Live music will be available under the pergola on The Green as well as prepared food vendors on the neighboring streets. We are also planning music and live art for visitors and shoppers to experience while celebrating the beautiful tradition of families and friends gathering on Sundays as a community.

Resurrection Roman Catholic Church (8am, 10:30am), St. Mary's Byzantine Catholic Church (10am) and Holy Cross Lutheran Church (10am) conduct their respective services on Sundays at the times listed. Over 1000 people come to the neighborhood to attend these churches and will enjoy having the Market become a part of their Sunday tradition.

Vendor booths are all 10'x10', some may be located directly on The Green, while others will be located on the sidewalks or on-street, as streets will be blocked to all traffic surrounding The Green. Food Truck Vendors will have designated spaces along 7<sup>th</sup> Avenue or Chestnut Street, adjacent to The Green.

Upon acceptance of the application, an invoice will be sent along with a commitment letter that must be signed and returned with full payment.

More information can be found in the attached Application, Rules and Regulations and Vendor Agreement. You can also find this information on-line at [www.stellajohnstown.com/sundaymarketgreen2021](http://www.stellajohnstown.com/sundaymarketgreen2021).

For more information or to discuss directly, contact Stella at 814.262.5643 or via email at [stellajohnstown@gmail.com](mailto:stellajohnstown@gmail.com).

# SundayMarket@TheGreen Vendor Application

## Contact Information:

Name (s) of Applicant: \_\_\_\_\_

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

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

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

Business Phone: \_\_\_\_\_

Web Site: \_\_\_\_\_

Facebook Page: Yes \_\_\_ No \_\_\_

If yes, what is the name of the Facebook Page? \_\_\_\_\_

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## Vendor Information:

- Do you require electrical access? \_\_\_ Yes \_\_\_ No
  - 1-2 Standard Outlets (\$10 per market day), \$5 for each additional outlet
  - 220v, \$20 per market day
- Do you have your own tent, tables and chairs for your space? \_\_\_ Yes \_\_\_ No
- If no, are you interested in tent, table and/or chair rental from Stella, LLC? \_\_\_ Yes \_\_\_ No  
*(If yes, information will be sent to you separately.)*

List items that you intend to sell: \_\_\_\_\_

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**Fee Schedule:** Pricing includes: *Advertising - Print and Social Media; Help Setting and Tearing Down Booths; Garbage Service; Appropriate City of Johnstown Permit. Fee will be billed via email and due three weeks prior to the first Market Day of participation.*

Check which participation option you prefer:

1. ALL DATES: May 23, June 27, July 25, August 22, October 24 - \$125 \_\_\_\_\_
2. Custom Dates (Select 2 to 4 of the above dates) - \$30 per day
  - a. Dates Chosen: \_\_\_\_\_

## **SundayMarket@TheGreen** Rules and Regulations

Stella Property Development and Event Production LLC will enforce all rules and regulations. Stella Property Development and Event Production LLC retains the right to prohibit a vendor from participating in the Market, without a refund, if rules are broken.

2021 Market Season:

May 23, June 27, July 25, August 22 and October 24

Hours: 8:00am – 4:00pm

Vendor set-up: 6:30AM – 7:45AM; Vendor tear-down: 4:00PM - 5:00PM

### **Set Up & Tear Down**

All tents, tables, signage, etc. must be completely set up by 7:45 am. Tear down cannot start until 4:00PM, unless otherwise directed by Stella, LLC.

### **Arriving Late**

Scheduled vendor must notify Stella LLC of late arrival by 7:30am in order to keep designated stall. Vendors arriving late may be assigned to alternate stall space at staff discretion.

### **Stall**

-Location: Vendor Stall location is subject to change permanently or temporarily during the 2021 contract season.

-Space: Vending tables, tents, merchandise, signage and inventory must be set up in the specified 10' x 10' space.

### **Absence**

Staff must be notified of an absence by noon of the Friday prior to the market. In the case of an emergency absence vendors must notify Stella LLC as soon as possible. If 3 absences occur, without notice, by noon of the Friday prior to a Market Day, vendor may be asked to leave the market permanently without reimbursement of fee. Vendors will not be reimbursed any fees for any absences.

### **Rain or Shine**

The **SundayMarket@The Green** is a rain or shine market and therefore weather does not constitute an emergency absence. In the event of extremely inclement weather, Stella LLC will notify all vendors by 6am on a Market Day of a delay or cancellation.

### **Product Acceptance**

Stella LLC reserves the right to approve, refuse, & limit products to be sold at the **SundayMarket@TheGreen**.

### **Origin of Product**

Only vendors who have been approved may sell brokered produce/products.

## Insurance

Food and Health/Beauty Product vendors must obtain general liability coverage that includes Product and Premises Liability insurance, naming Stella Property Development and Event Production as "additionally insured," and provide certificates prior to their participation in the first Market Day.

***\*All Food and Health/Beauty Product vendors must list STELLA, PROPERT DEVELOPMENT AND EVENT PRODUCTION LLC, as additional insured for the dates of the market that they attend. Vendors must provide Stella, LLC with a copy of this insurance addition and verification prior to participating in the market. Questions regarding this requirement should be directed to Stella LLC.***

## Set-up Supplies

Vendors must furnish their own tables, chairs, signage, and canopies. Canopies must be no larger than a 10'x10' square, weighed down due to the variability of wind and weather, and be in reasonable condition.

## Keep the Market Area Beautiful

Vendors will be asked to make their displays as attractive as possible (i.e. displaying items vertically by adding height to items displayed on tables, linen). Vendors are responsible for cleaning their space at the end of each Market day, including sweeping, bagging garbage, and breaking down any boxes.

Garbage containers will be available throughout the market and Stella LLC will be responsible for all garbage removal.

## Subleasing Space

Vendors may not sublet space, or sell product for other people/businesses.

## Signage

Name/Location/Price/Origin: Vendors must display easy-to-read signage with the name of their business and its location or base of operations.

Signage must be posted within the stall by 7:45AM and signs must be no smaller than 8"x10".

The price and origin (if different from business location) must be posted on or near items for sale.

Vendors must comply with all local, state, and federal regulations that apply to their business.

## Vendor Fees

Applicants will be notified via email of acceptance within 5 business days of submitting an application. ***Vendor will receive an invoice via email or mail for amount due. It will be due three weeks prior to the first Market Day of participation.***

Market Season: \$125.00 - Season must be present for all days.

Custom Dates: \$30.00/day - Dates must be pre-selected before beginning of market season

Vendors accepted: Farmers, Food vendors, Crafters, Non-profit and For-profit.

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2021 SundayMarket@TheGreen Vendor Agreement

WHEREAS, Stella Property Development and Event Production LLC promotes a Market in the Cambria City neighborhood of Johnstown, Pennsylvania;

WHEREAS "Vendor" wishes to rent a booth from Stella Property Development and Event Production LLC, and THEREFORE, in consideration of the lease of the booth and other good and valuable consideration, the parties agree as follows:

Vendor agrees to pay Stella Property Development and Event Production LLC specified rent for space during the 2021 SundayMarket@TheGreen. **Rent will be invoiced through mail and e-mail. It will be due three weeks prior to the first Market Day of participation.**

Vendor shall purchase general commercial liability insurance (or farm insurance) and shall name Stella Property Development and Event Production as additional insured and certificate holder. Certificate must be on file at Stella's Corporate Office, located at 419.5 Brallier Place Johnstown, PA 15906, prior to vending at the SundayMarket@TheGreen during 2021.

Vendor agrees to indemnify and hold harmless Stella Property Development and Event Production LLC, and its employees, officers, directors, successors, and assigns, against and from all the following in connection with the 2021 SundayMarket@TheGreen.

ALL claims, demands, actions and causes of action, together with the costs and expenses, including attorney fees of defending such a claim, resulting or arising from any claimed loss or damage to persons for injury or death or in property which may be due or result from the installation, occupancy, operation, use, maintenance or repair of any stand, bay, booth or other installation or structure of any kind.

ALL claims, demands, actions and causes of action, together with the costs and expenses, including attorney fees of defending such a claim, resulting or arising from any claimed damage from consumption of products, food or goods which are sold, obtained, received or acquired from any booth or other installations of any kind leased to the Vendor.

Vendor shall pay Stella Property Development and Event Production LLC the full amount of any loss or damage including, but not limited to court costs and attorney fees, which it may sustain, incur or become liable for defending or prosecuting any action or claim arising from this Agreement.

Food Vendor agrees to obtain at Vendor's cost all food licenses/permits required by the City of Johnstown and State of Pennsylvania Department of Agriculture, and to provide Stella Property Development copies of all such licenses and permits. Stella, LLC can direct vendor to the correct forms and requirements for such licenses.

If applicable, vendor agrees to obtain at Vendor's cost a Pennsylvania sales tax permit and to cause to be collected and paid to the State of Pennsylvania all applicable sales and local option taxes.

Vendor has received the 2021 Rules and Regulations. Vendor understands and agrees to follow all rules and regulations set forth by Stella Property Development and Event Production LLC as stated in the Rules and Regulations and in the Application Packet. The laws of Pennsylvania shall govern this Agreement and be binding upon the parties hereto.

Signature of Vendor: \_\_\_\_\_ Date: \_\_\_\_\_

Please mail or email copies of the completed application and signed agreement to:

**Stella Property Development and Event Production LLC  
419.5 Brallier Place Johnstown, PA 15906  
814.262.5643, stellajohnstown@gmail.com**

***\*Additional Insured Certificates can be mailed separately but must be received prior to the first market of participation.***