

SHORT NORTH ARTS DISTRICT

2021 MAKERS MARKETPLACE VENDOR GUIDELINES

WHAT WE ALLOW

- Visual arts or other artisan handicraft vendors*

** Anything being sold must be handcrafted. The spirit of The Makers Marketplace is to promote art within the Short North Arts District. Handcrafted as defined within the parameters of this event means the final product sold must be hand-created by the vendor. Therefore, elements of the piece may be manufactured but the final piece must be the creation of the vendor. Example: a vendor selling paintings: the canvas and paint are manufactured but the final product is the creation of the vendor. The Short North Alliance reserves the right to determine what handcrafted items are acceptable for The Makers Marketplace.*

WHAT WE DO NOT ALLOW

- Food or beverage sales
- For-profit cause-related information distribution
- Advertising
- Pre-manufactured item sales*
- Aggressive leafleting
- Aggressive panhandling
- Activities and items that are not artistic in nature that do not contribute to the creative vibrancy of the event

** Items being sold cannot be manufactured (i.e., manufactured posters, T-shirts, books, etc.).*

COVID-19 REQUIREMENTS

- All vendors are required to abide by current CDC and local government guidance and restrictions related to COVID-19.
- Fully vaccinated (2 weeks after final shot) participants do not need to wear masks or socially distance.
- Participants who are not fully vaccinated are required to wear a facial covering and maintain social distancing of 6 feet.
- Each vendor must provide hand sanitizer at their table

DISPLAY AND SETUP REQUIREMENTS

- Vendors and performers must only set up in their assigned space as provided by the Short North Alliance
- Tents or canopies must be approved in advanced by the Short North Alliance
- All vendors and performers must leave at least 5 feet of walking space on the public right-of-way sidewalk in front of your setup for pedestrian walkways (according to Ord. 1174-85/Code 523.15).
- All displays must be free standing (no taping or attaching displays to buildings, poles, windows, etc.)
- Setups cannot block access to buildings, sidewalk ramps, or block view of directional and safety signs.
- Extension cords must be preapproved and affixed to the sidewalk with tape or cord covers.
- Vendors must leave their space free of trash upon departure
- Vendors prohibited from hanging items on doors or walls.
- No food, beverages, drugs, knives, guns, etc., can be sold or displayed.
- are typically not permitted and will be accepted on a case-by-case basis.

SAFETY REQUIREMENTS

- No open flames are permitted. No heaters.
- All fabric coverings, including table covers and backdrops, must be flame retardant. You may be required to produce proof for fire officials. You must not block fire equipment, including fire extinguishers and pedestrian doors.
- No loose wires are permitted. Loose wires must be secured.
- Dangerously hot exhibit lighting (such as halogen), heaters, combustible or explosive materials (such as propane), items stacked high that could fall, items displayed low that could cause tripping, extremely sharp items, or anything that poses a danger to the public are not allowed.
- The Short North Alliance places vendors with the goal of protecting public safety. Vendors can only perform or vend in the space indicated on their permit and are not guaranteed any individual space on any individual month.

BUSINESS CONDUCT

- Vendors must acquire and display a valid vendor's license from the State of Ohio Department of Taxation and SNA Vendor Permit. More information on licenses can be found [here](#).
- Vendor agrees to collect and process all applicable sales taxes.
- Vendor agrees to truthfully represent their merchandise to the buyers and conduct business with the highest of ethical standards.
- Vendor agrees to be courteous in their representation of the Short North Arts District. Swearing, vulgarity, and crass behavior is not tolerated. You may be asked to leave by the SNA. There will be no alcohol or illegal drugs permitted on the grounds at any time.
- Vendor setup is from 11:00am-1:00pm. Vendors are expected to be out from 1:00-8:00 p.m., however, you may be given permission to leave earlier

MISCELLANEOUS

- Reselling (subletting) your assigned space is not permitted.
- Vendors are responsible for loss and/or liabilities of their merchandise. Vendors will indemnify the Short North Alliance against loss or damages of persons or properties.
- The SNA reserves the right to photograph any persons or property for any reasons whatsoever deemed necessary.
- This event is by invitation. Vendor agrees to leave and not return upon request of the SNA.
- Artists/Vendors under 18 years of age must have the signature of a parent or legal guardian to exhibit merchandise.
- **No refunds will be given once your payment has been submitted.** The Short North Arts District Makers Marketplace is a rain or shine event. In the event of poor weather, it is the participants choice to set up. If the event is cancelled due to severe weather, vendor fees will not be refunded.

If you have questions before submitting your application, please contact Becca Goodburn at Becca@shortnorth.org or 614.299.8050.