



Punta Gorda Historical Society History Park Sunday Market

Every Sunday 9 a.m. to 1:00 p.m. RAIN or SHINE

Vendor Agreement 2024

1. The Market operates every Sunday from 9:00 a.m. to 1:00 p.m. (RAIN or SHINE) with set-up beginning at 6:30 a.m. Vendors are to vacate the area by 2:00 p.m., unless changed by the Market Manager.
2. Each vendor will be assigned a designated area to display and sell merchandise. The vendor will not extend his operation beyond the area assigned, except as may be permitted by the Market Manager. The Market Manager may relocate any vendor to another designated area.
3. Vendor will unload vehicle upon arrival and remove vehicle from the Park. Vendor must have unloaded and removed vehicle no later than 8:00 a.m. Vendor will park their vehicle behind the Library in rows 4 and beyond (the first 3 rows are customer parking).
4. Vendor will not set up their area while unloading. Set up will be completed no later than 8:30 a.m.
5. Vendor will NOT break down before 1:00 p.m. Upon complete break down of vendor's area, vendor can then bring their vehicle into the Park for loading, however, vehicles will not be permitted into the Park prior to 1:15 p.m. for the safety of pedestrians and other vendors.
6. The terms of this agreement shall commence upon the execution by both parties of the agreement.
7. If any vendor shall be absent from the market for more than two consecutive Sundays without notifying the Market Manager, the rights of the vendor may be terminated under this agreement. Chronic absences may either jeopardize the location of your space or may result in termination from the market. Vendors must call or text the Market Manager, Claudia Bruce (941-661-2899) no later than Saturday morning (prior to noon) if they will not be attending Market. Forty-eight (48) hour or more notice of absence is preferred.
8. Fees for the market are calculated on a monthly basis and will be due and payable on the 1st Sunday of the month. The full months fee is due whether the vendor is in attendance or not. Check payments should be made to the order of: Punta Gorda Historical Society.

9. No vendor may share his/her designated area with any other vendor or any person not employed by vendor, without prior approval of the Market Manager.
10. Each vendor shall keep his/her designated area in a reasonably neat and clean appearance during the operating hours of the market and shall be responsible for seeing that his designated area is cleaned up at the close of the market.
11. To avoid damaging our irrigation system, vendor vehicles must remain on the walkways and existing vehicle paths. Vehicles are not permitted on the grass or within 6 feet of gardens, fountains, or other landscape features. Moving potted plants is prohibited.
12. Damage to the park landscaping features from vehicles or setting up displays (i.e., driving stakes into the park area that damage irrigation systems) are the sole responsibility of the vendor.
13. Each vendor shall be required to maintain his/her designated area in a safe condition and shall not create any hazardous conditions or allow any such conditions to continue.
14. Neither vendor nor vendor's employees will park their vehicles in a "no parking" lane adjacent to the park during the hours of operation.
13. Removal of trash or rubbish generated is the responsibility of each vendor. Trash will not be disposed of or left behind at History Park.
14. Operation of the History Park Sunday Market shall be solely within the discretion and control of the Market Manager.
15. All vendors shall comply with all statutes, ordinances, rules, and regulation of the City of Punta Gorda, County of Charlotte, and State of Florida, including specifically, the Charlotte County Health Department.
16. The Market Manager shall have the right to cancel any market day on a seven-day notice to vendors or 4 hours prior to a Market if weather is a threat and jeopardizes the safety of the vendors and customers.
17. In the event any vendor shall fail to conform to any of the terms, covenants, and conditions of the agreement or rules and regulation of the History Park Sunday Market Vendor Agreement, as they may be made from time to time, the Market Manager shall have the right to immediately terminate vendor's rights in the agreement without waiving any other rights or remedies of the Market Vendor Agreement.
18. If the vendor decides to terminate participation in the History Park Sunday Market and terminate agreement, he/she will do so in writing and give a two-week notice.
19. Vendor shall indemnify and hold the History Park Sunday Market, the History Park Market Manager, the City of Punta Gorda, Punta Gorda Historical Society, and those

associated with the History Park Sunday Market harmless from any and all actions, fines, suits, proceedings, claims or costs related to vendor's participation in the History Park Market or arising out of or occurring within the area comprising the History Park Market.

20. Vendor shall procure and maintain commercial general liability insurance with limits of not less than \$1,000,000 per occurrence, naming the City of Punta Gorda & Punta Gorda Historical Society Market as additional insured covering vendor's participation in the Market.

21. The History Park Sunday Market is not obligated to issue refunds or credits to Vendor who fail to exhibit due to any cause.

22. No vendor shall assign or sublet his/her designated area without the advance approval of the Market Manager.

23. All Market Vendors agree to be bound by the terms of this Agreement.

24. Vendor Code of Conduct

All vendors, staff, and volunteers, whether at the Market site, or Market functions, agree to conduct themselves in a professional manner that fosters a sense of Market community and camaraderie, and a spirit of cooperative involvement that promotes the Market as a whole to the communities it represents and serves.

By participating in the History Park Sunday Market, all vendors, staff, and volunteers agree to:

- i) Demonstrate respect for people of all genders, races, ages, ethnicities, and abilities.
- ii) Treat customers, market staff, volunteers and other vendors with courtesy, and honesty.
- iii) Not act in a manner that is rough, menacing, vulgar, profane or abusive, including making anyone uncomfortable to be within the market space.
- iv) Notify market manager immediately of any unsafe conditions and conflicts.
- v) Practice safe behaviors at all times, including while driving on and off site, loading and unloading.
- vi) Vendors will be courteous to customers, other vendors, and market staff and conduct themselves professionally at all times.

- vii) Vendors shall not "hawk" their product, defined as calling aloud to passers-by who have not yet expressed an interest in a vendor's goods, or advertising, demonstrating, selling, or attempting to sell goods outside of assigned stall space.

I have read and understand the terms of this Vendor agreement, and I agree to abide by these rules and regulations.

Vendor Signature _____

Print Name: _____ Date: _____

Cell Phone: _____ Email: _____

Return Agreement to:

	<p>Claudia Bruce Board Member 941-661-2899 claudiabruce@puntagordahistory.com</p>
<p>Punta Gorda Historical Society 118 Sullivan Street Punta Gorda, FL 33950 941.639.1887 www.puntagordahistory.com</p>	