

Who we are:

One Love Market NC is a 501 3-C non-profit organization. **We are a seasonal pop-up Artisan market** that is community based with events specializing in artisan food and drink, jewelry, crafts, art and photography all offered for sale by the artisans **themselves**.

No items that are store bought can be resold with no changes made to that item.

NC Business License:

Don't have one? Apply online at NCDOR.GOV. You want to register your business using the NC-BR form. For additional help and information call 877-252-3052. Be sure to bring your business license to EVERY market you attend. No license, no market. If you don't want to get a business license then perhaps yard sales, thrift shops or consignment shops may be a better fit for you.

Collecting Sales Taxes:

Each vendor is responsible for collecting applicable sales tax on all goods sold and filing those taxes, either monthly or quarterly, with the state.

Food Vendors:

Food Vendors are responsible for contacting Brunswick County Health Department and make sure all Health Department Standards are met prior to market. Their number is **910-253-2338**.

Insurance:

Liability insurance for your business is strongly recommended. Food vendors are required to have liability insurance and must show proof of insurance. It is also required if you sell treats for pets and CBD items.

First Time Ever Being a Vendor Anywhere:

Please feel free to request a list of recommended vendor supplies to have a successful experience.

Equipment:

Please ensure all of your equipment is working properly and you know how to use it, set it up and break it down before you leave home. Also, ensure your wi-fi is working on your phone and is communicating with your credit card device. Volunteers are available to help you with setting your tent up and taking it down.

Please bring your own weights, stakes, tent, tent shade walls, chairs and tables for your booth space as One Love does not supply those items.

Wait List:

If you are on the wait list, may we contact you the morning of the market? **YES NO**
We will try to give at least 24 hours notice but sometimes that is not possible. Also, how long does it take you to arrive at the market one way? _____

Pricing:

Please have your prices listed on your products showing if taxes are or are not included in the price of your items.

No call - No show - No market

We realize emergencies happen. However, please **call** the market manager(s) and inform them right away. The first incident: if you do not call or show up at all, you will receive a warning. If you do it a second time, you will not be allowed back for the remaining season and you will forfeit any prepaid monies which will be donated to one of the many charities that One Love supports.

Weather:

This is a rain or shine event. However, should it call for thunderstorms and/or high winds in excess of 15 mph, the market will be cancelled. At which point, we will try to contact all vendors no later than 5 am via text messaging. Should a market be cancelled, **no refunds** will be given; however, we will try to schedule a make up date later in the season provided there are enough vendors (25 minimum) who want to participate on the new date.

Full-time Vendors and Part-time Vendors:

Full-time vendors get to choose and keep their space number for each season (spring, summer, fall). Part-time vendors will be assigned remaining available spaces on a first come first serve basis per market. A Full-time vendor is one that signs up for a minimum of ____ markets for the 2025 year. A Part-time vendor is one that signs up for less than ____ markets for the 2025 year.

Specialty Markets:

Specialty Markets are the only markets that **must** be paid in advance. Payment will be submitted when the application is turned in, whether in person, by mail or online. Full-time vendors will get to choose their space while part-time vendors will be assigned the remaining available spaces on a first come, first serve basis.

Set up and Break Down:

Set up begins 2 hours before the market opens. Drive to your space, unload your vehicle and then park your vehicle in the parking lot provided for vendors. Please have all vehicles out of the market setup area by 8:30 am. If it is past 8:30 am, you will need to hand carry in your items. If it is after 9 am when the market begins, you will not be allowed to set up.

Break down begins AFTER 1 pm. Please break down your booth and tent BEFORE getting your vehicle and driving it into the market area to load it. You may also hand cart your items to your vehicle as well. There is no loading or unloading vehicles on the grassy area (road name) There is a sprinkler system in that location.

Parking and Parking Passes:

All vendors will receive 1 parking pass valid only on the days of markets. If you need additional parking passes, they are \$8 each. Vendor parking is in the lot across from the market.

Flags and upright banners:

Please do not block the line of sight for road signs with your banners. If your banner does block a road sign, it will be removed.

Political items and profanity items:

We are a Family Friendly Market with small children in attendance. Products with curse words, political sayings and anything deemed for adult eyes only should be displayed discreetly with a covering over it that can read something like "caution, dirty words" or "adults only" etc. Please keep products that are in full view G rated.

Pets:

Vendors - please leave your pets at home to ensure their safety and wellbeing.

Free Booth Fee:

Vendors! Wanna get a FREE booth fee? At every market, judges (chosen by market manager) will decide who has the most creative, professional, or holiday inspired booth. Each week will be a different theme. There will be one winner each market. Winner gets one free market fee paid - value \$25 that can be used on a future market date.

We advertise your business on our Website:

A list of full-time vendors and part-time vendors will be listed on the One Love website.