

Columbia County Community Events 2023

Vendor Information & Application



Join us on Saturday mornings at The Plaza at Evans Towne Center, beginning April 15 from 9:00 am-1:00 pm.

What to expect: A weekly live market made up of artisans, crafters, farmers & producers. Exercise classes will take place from 9:00 am-10:00 pm weekly, and live local bands will play each week from 10:00 am-12:00 pm.

Dates:

1. September 16, 23, 30
2. October 7, 21, 28 – *please note: There is no market on October 14 due to Evans Beer Fest.*
3. November 4, 18

Each event will run from 9:00 am-1:00 pm. Vendors will begin set up at 7:00 am and must be completed by 8:30 am. If you are late, unfortunately, we won't be able to provide a spot for you that week.

Location:

The Plaza at Evans Towne Center Park
7015 Evans Town Center Park
Evans, GA 30809

Mail or Deliver Application to:
Columbia County Community Events
Attn: Emily Freeman
5445 Columbia Road
Grovetown, GA 30813

Our vendor guidelines are attached below, for the Evans Market. If you have any questions about the paperwork or the market please contact Emily Freeman at efreeman@columbiacountyga.gov or 706-312-7177

Columbia County has a limited number of tents. In most circumstances a tent will be provided for each vendor. If we are unable to provide a tent for any reason, we will contact you. Each booth space will include 1 -10X10 tent, 1-6 foot table and 2 chairs. If you prefer to bring your own branded tent, please let Emily know.

Pricing

Vendor Type	Price per week
Vendor Fee	\$25

***Please include the following with your application.**

- Photo of set up with products
- Product list with pricing

Evan's Market Application

Business Name:

Owner Name:

Email Address:

Mailing Address:

Phone Number:

Evans Market:

Please circle which dates you would like to vend.

1. September 16, 23, 30
2. October 7, 21, 28
3. November 4, 18

All Dates

Website or Facebook Page:

- Include a copy of your Occupation Tax License
- Copy of items to sell. Must have this list before you are approved for 2023.

Please note: All vendors are required to have a Columbia County occupational tax license. If you currently have an occupational tax license in any county of Georgia, you can get a free Columbia County license. Occupational Tax licenses need to be shown with application for approval. For more information please contact the Licensing and Permits Department at 706-312-7171 or by email at

licensing@columbiacountyga.gov

Evans Market Guidelines

Please initial each statement for acknowledgment

- ___ All vendors must have a current Columbia County occupational tax license (business license). Vendors holding a current occupational tax license outside of Columbia County may participate, but must contact Licensing and Permits to register their business in Columbia County. Vendors applying for an occupational tax license must contact Licensing and Permits Department. They can be reached by phone at 706-312-7171 or by email at licensing@columbiacountyga.gov

- ___ A list of products, including resell items, to be sold at the market with the origin of the product displayed on each participant's table while they are selling.

- ___ Merchandise or set-up cannot block aisles, encroach on other vendor spots, or public walking areas. Any vendor violating this will be asked to relocate their materials.

- ___ Columbia County is not responsible for maintaining and cleaning their vending location. Vendors may not leave premises after event until all trash, debris and waste is cleaned up and disposed of.

- ___ Columbia County Community Events Staff has the authority to uphold and enforce all rules and guidelines listed above and may terminate your contract at any time.

- ___ Columbia County is not responsible for providing or maintaining power for any vendors on site.

- ___ No vehicles (including golf carts) are allowed in the event area, parked or in motion, during event hours. **After unloading, quickly move vehicle(s) to designated parking areas before setting up items.**

Vendor Signature _____
Printed Name _____
Business Name _____
Date _____