



The TUESDAY NIGHT THING

Tuesdays 4-8 pm @ the Lincoln City Cultural Center, 540 NE Hwy. 101

Is Tuesday a good night for you? Us too! The Cultural Center invites our community to enjoy a mask-required evening market, every Tuesday from July to September 2020. Observing the latest in state and local safety guidelines, our vendors will offer baked goods, produce, hand-crafted gifts and hot food options. Attendance will be limited to ensure the safety of both our vendors and our patrons. Nonprofit booths are welcome. Live music may be introduced when the state and county guidelines allow.

The Tuesday Night Market is a new program, inspired by the need for safe outdoor entertainment for Lincoln City residents as well as the need for vendors to reach their customers. Management will be making the best decisions we can, based on the best information available. We look forward to creating a fun, casual evening market for our community to enjoy.

SPECIAL COVID REQUIREMENTS

The Tuesday Night Thing will be practicing General Operations Requirements as outlined by the Oregon Farmers Market Association, including:

- Vendors who cannot maintain safe social distancing are not allowed. Unfortunately, that means no face painters, massage therapists or other vendors who by definition must be in close contact with their customers.
- Market staff, vendors and volunteers must wear cloth, paper or disposable face coverings. Customers must also wear masks while on the LCCC property, unless they are exempted by disability.
- Vendors are in charge of creating selling systems (spaced line, extra table, signage) that will enforce social distancing. They are also required to wipe down high-touch areas frequently.
- As long as Lincoln County remains in Phase 1, the number of customers will be limited to 50 at any one time. If the county moves to Phase 2, we will expand.
- The market will be arranged with social distance in mind, with wide aisles and booths spaced 6-10 feet apart.
- No hot food or ready to eat prepared food can be laid out "buffet style" or in a way in which customers could self-serve, touch or breathe on another's food.
- Tables will be six feet apart, and parties will be limited to 6 or fewer.
- Bathrooms (inside the LCCC) will be disinfected before and after the market. Hand sanitizer and soap will always be available.
- The first hour of the market (4-5 pm) will be designated "at risk hour" to provide the safest shopping experience for our most vulnerable community members.
- Pre-orders and pick-ups are encouraged. If requested, the LCCC is willing to create a drive-through system for vendors to assist customers who have pre-ordered.
- Use of durable silverware and plates is not allowed. All plates, forks, knives, spoons and napkins must be single-use and disposable.

These and other guidelines can be found at <https://www.oregonfarmersmarkets.org/covid-19>

FOOD CARTS

The Tuesday Night Thing welcomes hot food vendors. Food carts must have a Mobile Food Unit Permit and a Concession Agreement issued by the City of Lincoln City.

VENDOR PRICING

Weekly booth fee includes a 10 foot by 10 foot space outdoors at the Lincoln City Cultural Center.

Vendors are responsible for their own equipment, canopy, etc. We offer the following options:

FULL SEASON VENDOR -- \$325

- First choice on booth location, guaranteed through the 13-market season
- Top listing in promotional materials
- Discounted rate of \$25 per market
- Paid up front, nonrefundable

HALF SEASON VENDOR -- \$180-\$300

- Choose from 6 to 10 markets, booth placement assigned by manager
- Discounted rate of \$30 per market
- Paid up front, nonrefundable

CHOOSE YOUR DATES -- \$35 per day

- The most flexible option!
- Payment due with registration no later than 5 pm Sunday before the Tuesday market.
- Fee must be paid before a booth location is assigned. Fee is nonrefundable.

CHOOSE YOUR DATES (NONPROFIT) -- \$25 per day

- Payment due no later than 5 pm Sunday before the Tuesday market.
- Fee must be paid before a booth location is assigned.

READY TO JOIN US?

Complete this application and deliver it to the Lincoln City Cultural Center Business Office with your \$10 application fee. If your application is accepted, you will be contacted to discuss the payment and details. If your application is not accepted, the fee will be refunded. Vendor decisions are made by the LCCC management, and will be based on space, variety and quality of goods sold. *Note: Current members of the Cultural Center will have their application fee waived and will receive preference in the application process.*

VENDOR INFORMATION:

First & Last Name

Company Name

Street Address

City _____ State _____ Zip _____.

Business Location _____ City _____.

Contact Phone: _____ E-mail: _____

Vehicle Make/Model: _____ Color _____ License: _____

Are you a member of the Lincoln City Cultural Center? _____ Date: _____

GOODS TO BE SOLD:

(ATTACH INFORMATION IF ADDITIONAL SPACE IS NEEDED)

Please describe the products you wish to sell at the Tuesday Night Thing. Attach images, if available.

Explain how the product was created, describe the production process, materials, and skills needed to produce the product, including the source of raw materials used:

Are you a nonprofit organization, a charity or a school/sports fundraising team? If so, what will your sales support?

Please provide us personal and product information we can use in our marketing materials:

VENDOR FEES – CHOOSE ONE

___ FULL SEASON (\$325)
Tuesdays, July 7-Sept. 29

___ HALF SEASON (\$180-\$300)
Choose 6-10 markets, \$30/each, paid in advance

___ July 7	___ Aug. 4	___ Sept. 1
___ July 14	___ Aug. 11	___ Sept. 8
___ July 21	___ Aug. 18	___ Sept. 15
___ July 28	___ Aug. 25	___ Sept. 22
		___ Sept. 29

If a vendor is admitted to the Tuesday Night Thing market, for Full Season or Half Season options, the LCCC will issue an invoice for the amount owed. It must be paid in full prior to the first market the vendor attends.

___ I'LL CHOOSE MY DATES LATER

Reservations and payments for single markets are due no later than 5 pm on the Sunday before the Tuesday market.

VENDOR AMENITIES

____ POWER (\$5/day)

____ 6-foot TABLE (\$5/day)

QUESTIONS?

Call Judy Hardy, LCCC Events Manager (541-994-9994 or 541-921-1702).
For billing questions, call business manager Kerry Strader, 541-994-9994.

MARKET POLICIES

Please read the following, and sign in the box provided below to agree to the TNT policies, procedures, terms and conditions.

VENDOR FEES: The fee for participation in the Tuesday Night Thing is \$35 for one day, with discounts offered for 6 or more markets when the fees are pre-paid. The fee entitles a vendor to a 10 foot square space at the market outdoors. Or, if weather conditions prevent the market from being held outdoors, the fee also applies to an 80 square foot space inside the LCCC (dimensions will vary). The fee also includes parking from 2 pm to 9 pm. Vendor fees must be paid by 5 pm on the Sunday before the Tuesday market. Pre-paid fees are nonrefundable, no exceptions.

VENDOR SELECTION: The LCCC is committed to creating a diverse marketplace with the highest quality of Lincoln County products available. The LCCC will consider many factors when evaluating vendor applications, and it will not be bound to a particular set of selection criteria. We reserve the right to accept or refuse anyone as a Tuesday Night Thing vendor. Vendor contracts may be terminated at any time, if the booth and/or vendor are determined by the LCCC manager on duty to be unsafe or offensive to the general public, or to other vendors.

BOOTH SHARING: Up to two entities, companies or artists may share a single booth space.

PETS IN THE MARKET: Dogs and other pets are allowed, but they must be leashed AND under control at all times. Pet owners must clean up after their pets.

CHILDREN OR MINOR EMPLOYEES: The LCCC supports family businesses and allows vendors to work with friends and family members under the age of 18. This practice is allowed with the understanding that adult vendors assume full responsibility for any minors (employees or children) who work with them. Minors must be supervised. Like adults, they are expected to treat the LCCC facility with respect and care.

POLITICAL STATEMENTS: Vendors are allowed to display or express personal political or social beliefs, or promote particular causes, within their own booths, or in their attire. Solicitation outside of the booth space (ie, advocating or debating with people in the aisles or food court, or in other booths), is not allowed. Words or images that encourage violence are not permitted.

BOOTH PLACEMENT: Vendor fees must be paid, in full and in advance, before booth placement is assigned. Placement requests will be accepted but are not guaranteed. Sites will be determined by the LCCC manager, so each vendor must check in with the manager prior to setup. The manager will be available starting at 2 pm.

PARKING & SECURITY: Vendors are allowed access to the area starting at 2 pm for setup, and until 9 pm for tear-down. Market hours are 4 pm to 8 pm. Registration fee includes on-site parking, but no overnight parking. ANY VEHICLE found on the LCCC property past midnight will be subject to towing by Car Care Tow Pro (541-996-6099).

HOLD HARMLESS AGREEMENT: The Vendor is responsible for the quality and safety of what he/she sells and is encouraged to obtain liability insurance for products sold. Except in the case of gross negligence, the vendor shall indemnify, keep and safe hold harmless the Lincoln City Cultural Center and City of Lincoln City from and against any and all claims and demands, whether for injuries to persons, or loss of life, or damage to property, on and off the premises, arising out of the use of the premises by the Vendor. Vendor shall defend, at the Vendor's own expense, any action related to the Vendor's acts or omissions that is brought against the Lincoln City Cultural Center or the City of Lincoln City.

I have read, understand and agree to the terms and policies listed above.

VENDOR SIGNATURE: _____ DATE _____