

**The Great Lakes Market, LLC**  
**Winter Market Policies**  
**Scottish Rite Masonic Center - Bay City, MI**  
**December 8 & 9, 2018**

**MAKER SPACE:** Standard maker spaces are 10' wide x 10' deep (smaller spaces are available). Makers may have the option of purchasing a larger space at the sole discretion of the Great Lakes Market. Each maker is responsible for providing display surfaces, although there is not a specific requirement to what your set-up should look like (**an 8' table and chairs is included with each space**). We strongly encourage maker creativity with how you display yourselves and your goods; we will highlight makers who use handmade or fabricated signage that will add to the visual fabric of The Market environment. No booth sharing unless approved by The Great Lakes Market at least 30 days prior to event. Each potential applicant must apply individually and be accepted to participate as such. The Great Lakes Market is not responsible for any damage or theft of personal belongings or merchandise, or loss of any -product due to external factors. We ask that you respect and are responsible for the borrowed area of The Great Lakes Market. We strongly advise that makers carry their own insurance. Any damages, accidents, or injuries caused by a maker's set-up or goods will be the sole responsibility of that Maker, and will be liable for any and all fees. The Great Lakes Market, LLC is not responsible for any personal injury during our events.

Makers will have access to their space for unloading merchandise Friday 12-8pm and Saturday 7-9am. The main parking lot must be free of all maker vehicles by 9:30am. **Market hours are Saturday 10am-5pm and Sunday 11am-4pm.**

**MAKER FEES:** Makers are required to pay maker fees in full in prior to Market. If your application is denied, you will receive a full refund.

**REFUNDS:** The Great Lakes Market will not issue refunds for any reason, with exception to the policies stated explicitly in this document. These include, but are not limited to, inclement weather, cancellations, or any force majeure event.

**FOOD:** "Food Makers" are considered those selling food that is cooked on site and edible on site as well as pre-packaged items that may or may not fall under the Cottage Industry standards. Food makers are also required to provide AT LEAST one garbage can (13 gallon or larger) and will be held responsible for disposing of any and all waste products including grease, oil, or similar items on the site, whether rain will wash it away or not. Food Makers are required to abide by all City, State, and Federal Regulations that apply to their business and their presence at a pop-up market event. The Great Lakes Market, LLC is not responsible to provide Food-specific guidelines to makers. There is limited electricity/water available for this particular event.

**STATE SALES TAX:** All makers are responsible for abiding by all tax laws and collecting the 6% sales tax for Michigan on each sale. For more information about this you can contact the Michigan Department of Revenue or view taxation requirements on their website. All makers are responsible for sales taxes, licenses, permits, insurance, and fees as necessary and/or required by law to conduct your business. We must leave it to you to be responsible for any requirements that might apply to you. The Great Lakes Market, LLC has the right to deny or revoke participation in any or all the events at any time. Should there be reason to rescind acceptance prior to the day of the event, any issued refunds will be given at the discretion of The Great Lakes Market, LLC.

**CANCELLATION OF BOOTH:** Makers may cancel their participation for the event for a full refund with a minimum of a 45-day written notice. All other full or partial refunds within the 45-day periods are at the sole discretion of The Great Lakes Market, LLC. The Great Lakes Market, LLC reserves the right to deny participation in any or all the events at any time.

**MEDIA RELEASE/CONSENT:** I do hereby release all rights or claims in connection with the photo(s)/videotape in which I appear, for use by The Great Lakes Market, LLC and all sponsors. I understand that the photo(s)/videotape, if used, will be for the promotional purpose of assisting future Market events or Event Masters Limited, LLC. I waive any right to inspect or approve the finished photos and/or advertising copy. All photographs, negatives, and videotapes shall be the sole property of The Great Lakes Market, LLC.

