

BUY BLACK BUFFALO @ THE BROADWAY MARKET

BLACK HISTORY MONTH VENDOR APPLICATION

Dear Prospective Vendor:

Thank you for your interest in becoming a vendor during the Broadway Market & Buy Black Buffalo's Black History Month Collaboration. The vending dates in February are **Saturday, February 5, 12, 19 and 26, 2022.**

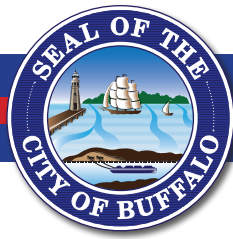
Please complete this application and return it to the market along with the following documentation if applicable.

1. Permits (if required by City, County or State) (Food Vendors Only)
2. NYS Sales Tax Certification
3. You must provide pictures of your products, a picture of your display or call the office to arrange for a review of your proposed products.
4. The Market's phone number is 716-893-0705 if you have any questions about this event and/or would like to make an appointment with the management office.
5. **DEADLINE TO APPLY IS FRIDAY, JANUARY 21, 2022**

Sincerely,

Broadway Market Management Office





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SECTION 1: BUSINESS INFORMATION

Applicant Name _____

D/B/A Trade Name _____

Type of Business _____

EIN#/Federal Tax ID# _____

TYPE OF PRODUCT _____

SECTION 2: CONTACT INFORMATION

Business Address _____ City _____ Zip _____

Home Address _____ City _____ Zip _____

Email _____ Website _____

Phone: business _____ cell _____ Can we give this number out? **Y** **N**

SECTION 3: DOCUMENTS

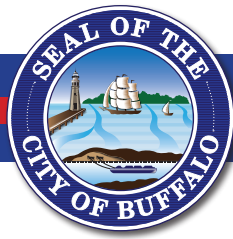
1. Please provide a copy of your NYS Tax I.D. and all other required permits if applicable (ie: NYS Agriculture & Markets permit.)
2. Vendors with prepared foods must provide a physical copy of an Erie County Department of Health Certificate and a copy of proposed menu.

SECTION 4: PAYMENTS

There is no charge for participating in the Black History Month Celebration.

SECTION 5: RULES AND REGULATIONS

1. Daily vendor stands must be staffed from 8:00 am – 5:00 pm. Please make sure you make arrangements in case of an emergency.
2. All tables and product must be removed at the end of the day.
3. Vendors must keep their stands attractive and clean. Garbage and recyclables must be disposed of promptly and should not be visible to customers.



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4. All vendor merchandise must be contained within the footprint of the space. Utilization of adjoining or unused areas is prohibited.
5. Vendors are prohibited from hawking, shouting, using megaphones, or horns to attract customers.
6. PERSONAL CELL PHONE USE: Please have a cell phone policy in place for employees. Cell phones should be used for customer purchases only
7. All persons under 18 years of age must be supervised by an adult at all times.
8. The Broadway Market and its management are not responsible for the loss of product or injuries. Vendors are responsible for their own security within their stands.
9. Loading docks are extremely busy – please use them and promptly move your vehicle. Parking spaces are available throughout the garage.
10. NOTHING can be hung or affixed to Market walls without permission.
11. No solicitations or raffles.

If you need further information and/or guidance on the above please call The Broadway Market Management Office: (716) 893-0705

VENDOR SIGNATURE ON THIS DOCUMENT VERIFIES THAT THE VENDOR HAS CAREFULLY READ, UNDERSTANDS AND AGREES TO ALL PROVISIONS OF THIS APPLICATION.

Signature _____ Date _____

Signature of Market Manager _____ Date Application Received _____

Date Approved _____ If not approved reason _____

For the purpose of the City of Buffalo Public Market:

1. NYS Farmers – Vendors who grow agricultural products in New York State. Agricultural products include: vegetables, fruit, fish, dairy and related products, including honey and syrup, livestock, live plants, herbs, spices and flowers.
2. Other Foods – Vendors of Other Foods such as Agricultural Products (as defined above) not grown in New York State and other edible items including: baked goods, jams, jellies, etc
3. Arts and Crafts- Vendor of handmade arts and crafts. All products being sold must be handmade by vendor.
4. Prepared Foods: Prepared foods are limited to specialty items, intended to be consumed on-site. *Note: Additional vendors of hot dogs, hamburgers, Polish sausage or other types, pierogi or traditional breakfast items will not be considered for placement.
5. General Merchandise – Vendors of New General Merchandise which may include tee-shirts, pottery, jewelry, toys and other non-edible products.

