Meeting Street Artisan Market

Vendor Application

Business Name (if applicable): _____

Name(s) of Responsible Person: _____

Primary Phone: _____ **Secondary Phone:** _____

Email: _____

Business Website: _____

Social Media: _____

Market Location: The Meeting Street Artisan Market is located at 425 Meeting Street, West Columbia, SC within the City of West Columbia's Interactive Art Park. The Interactive Art Park includes sculptures and murals, as well as convenient public parking. The Meeting Street Artisan Market is equipped with electricity and Wi-Fi.

Market Layout:

The Meeting Street Artisan Market features 16 covered spaces under the walkway along with 8 tent spaces.

1. Covered Spaces:
    - Spaces 1 and 9 are 7'x 9'
    - Spaces 2-7 and 10-15 are 7'x 8'
    - Spaces 8 and 16 are unique half-diagonal spaces
2. Tent Spaces:
    - Spaces 17-24 are 10'x 10'
    - The City of West Columbia provides and sets up the tents and café lighting for those spaces

Market Requirements:

1. All vendors must have a SC Retail License, and it must be displayed at the booth.
2. All vendors must have a West Columbia Special Event Business License, and it must be displayed at the booth. To obtain one, contact the City of West Columbia Business License Official at (803) 791-1880 Ext. 285.
3. All vendors must have a tablecloth that covers the legs of each table.

Artisan Market Categories: *(Please check all that apply AND provide further details below)*

- ☐ Visual Artist: (Paintings, drawings, photography, etc...)
- ☐ Glass: (glasswork, blown glass, kiln, etc…)
- ☐ Scents: (candles, aromas, soaps, etc…)
- ☐ Textiles: (crocheting, knitting, fabric art, etc...)
- ☐ Ceramics: (pottery, clay, etc...)
- ☐ Consumable Products: (Spices, Candy, Breads, etc…)
- ☐ Jewelry
- ☐ Woodwork
- ☐ Metalwork
- ☐ Plants
- ☐ Other: (Please explain _____)

Provide in detail the items you plan to sell below:

*Include up to four photos of the product you intend to sell, if you do not have your work on social media.

Planned Market Dates and Times: The Meeting Street Artisan Market is divided into three distinct categories:

1. **Special Event Markets**: These include Kinetic Derby Day, Art on State, the Meeting Street Music Festival, and Fall Back Festival.
2. **Summer Series**: Held every Thursday during the months of June, July, and August, from 4:00 PM to 8:00 PM, with the exception of the week of July 4th.
3. **Holiday Artisan Market Series**: Takes place on the Saturdays in December before December 25, from 11:00 AM to 3:00 PM.

Please indicate your interest by checking the box next to each Meeting Street Artisan Market in which you would like to participate.

2025 Meeting Street Artisan Market Calendar

Special Events

Check	Date	Event	Time
☐	Saturday, April 26, 2025	Kinetic Derby Day	11:00 AM – 3:30 PM
☐	Friday, May 9, 2025	Art on State	5:30 PM – 9:30 PM
☐	TBD	Meeting Street Music Festival	3:00 PM – 8:00 PM
☐	Friday, November 7, 2025	Fall Back Fest	5:30 PM – 9:30 PM

Summer Artisan Market

Check	Date	Event	Time
☐	Thursday, June 5, 2025	Meeting Street Artisan Market	4:00 PM – 8:00 PM
☐	Thursday, June 12, 2025	Meeting Street Artisan Market	4:00 PM – 8:00 PM
☐	Thursday, June 19, 2025	Meeting Street Artisan Market	4:00 PM – 8:00 PM
☐	Thursday, June 26, 2025	Meeting Street Artisan Market	4:00 PM – 8:00 PM
	No Market on Thursday, July 3, 2025		
☐	Thursday, July 10, 2025	Meeting Street Artisan Market	4:00 PM – 8:00 PM
☐	Thursday, July 17, 2025	Meeting Street Artisan Market	4:00 PM – 8:00 PM
☐	Thursday, July 24, 2025	Meeting Street Artisan Market	4:00 PM – 8:00 PM
☐	Thursday, July 31, 2025	Meeting Street Artisan Market	4:00 PM – 8:00 PM
☐	Thursday, August 7, 2025	Meeting Street Artisan Market	4:00 PM – 8:00 PM
☐	Thursday, August 14, 2025	Meeting Street Artisan Market	4:00 PM – 8:00 PM
☐	Thursday, August 21, 2025	Meeting Street Artisan Market	4:00 PM – 8:00 PM
☐	Thursday, August 28, 2025	Meeting Street Artisan Market	4:00 PM – 8:00 PM

Holiday Artisan Market

Check	Date	Event	Time
☐	Saturday, December 6, 2025	Meeting Street Artisan Market	11:00 AM – 3:00 PM
☐	Saturday, December 13, 2025	Meeting Street Artisan Market	11:00 AM – 3:00 PM
☐	Saturday, December 20, 2025	Meeting Street Artisan Market	11:00 AM – 3:00 PM

The Market Manager will consider and review your Meeting Street Artisan Market date selections. The same spaces will not be guaranteed to the same vendor each week.

The Market Manager will contact you to confirm your date and space location in the market at least 2 days before the event.

You will forfeit future participation if you do not give the Market Manager at least 48 hours notice of an absence, unless in the case of an emergency.

Make a copy for your records and submit this application along with the following signed vendor agreement to wecomarket@westcolumbiasc.gov. You may also contact the City Event Coordinator at:

- Office Number (803) 791-1880 Ext. 279

Meeting Street Artisan Market

Vendor Agreement

Business Name (if applicable): _____

Name of Person Responsible: _____

Address: _____

City: _____ State: _____ Zip: _____

I, _____, have read the Meeting Street Artisan Market Vendor Rules and Regulations. I hereby agree to abide by all terms and conditions stated therein. I understand that the City of West Columbia may withdraw my privileges to sell at the Artisan Market if I fail to abide by the Vendor Rules and Regulations.

Further, I hereby agree to indemnify and hold harmless the City of West Columbia, its staff, employees, elected officials, for and against any and all damages, losses, suits, liability and/or causes of action resulting from property damage, and/or from personal injury, including death, of myself arising out of or in any way connected with participation in the City of West Columbia Artisan Market Program, and covenant not to sue or take action against the City of West Columbia, its staff, employees, or elected officials. I further permit the City of West Columbia to use photographs of me and my products for market publicity.

_____

Print Name of Person Responsible

_____

Signature

_____

Date