



## Manteo Market Rules

1. Market will be held every Saturday from 8 am till noon on the Manteo waterfront at George Washington Creef Memorial Park beginning May 7<sup>th</sup>.
2. **There will be NO market on Saturday, June 4<sup>th</sup>, Dare Day.**
3. Market will take place rain or shine.
4. Everything for sale must be home grown, home baked, or handmade.
5. Vendors shall be solely responsible for the cleanliness around and under their space and stand at all times. The town will not be responsible for furnishing any setup requirements, labor or supplies to vendors, except for issuing required registration. Trash must be securely bagged, tied and disposed of in town supplied receptacles. Receptacles will be made available in the park.
6. Vendors shall be responsible for setting up their stand in an attractive manner; keeping boxes and supplies stored from sight. All baked goods require cover.
7. The Special events committee or market supervisor will have full power to enforce all rules and regulations within the market area.
8. No more than one space is allowed per family, farm, or group. Each space will be approximately the size of one standard parking space.
9. Vendors may sell farm produce, plants, flowers, baked goods, and other handmade goods approved by the special events committee.
10. **Parking for vendors along the perimeter of the park is prohibited unless selling goods out of your vehicle.**
11. **Vendor spaces are on a first come basis. There are no reserved spots.**
12. Vendors selling processed foods (baked goods) must call the Department of Agriculture and get an inspection. Call (919) 733-7366 and ask for any compliance officer.
13. Vendors may also include nonprofit groups such as schools and churches performing fundraising projects such as bake sales.
14. Vendors shall obtain a registration form and pay \$100 per season. The form is available online at [www.townofmanteo.com](http://www.townofmanteo.com) or from the Special Events Committee. Required forms and registration fee shall be paid at the beginning of the season. Approved registration will be valid throughout the calendar year. Registration forms must be available for public inspection while vending at the market.
15. Vendors may obtain a daily registration for \$10 if they do not want to commit to the entire season. **Registration and payment must be filled out 1 week prior to market day on which they wish to participate.** Contact Nadine Daniels at 252-473-5013 or visit the Manteo Town Hall during business hours (M-F 8:30am to 5pm.)
16. At the beginning of each market day, vendors shall check in with the market supervisor.
17. You must have and provide a North Carolina Sales Tax ID number.
18. Send registration with check made payable to the Town of Manteo to:  
Town of Manteo  
Manteo Farmers' Market  
PO Box 246  
Manteo, NC 27954



## REGISTRATION TO SELL AT MANTEO MARKET

### Vendor Information

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Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

NC Sales Tax ID Number: \_\_\_\_\_

Dates you will be setting up to sell at the market:

\_\_\_\_\_

Please list all products you are requesting permission to sell:

\_\_\_\_\_

\_\_\_\_\_

I certify that I am making a certificate for the purpose of selling at the Manteo Market. I certify that my product for sale was produced or made by me. This certificate will only be used by me or a representative of me for the sale of my own produce or other market items.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Approved By