

27th Annual International



Mercado de Paz Peace Market

Friday & Saturday
Nov. 25 + 26, 2016

10am-6pm

Sunday

Nov. 27, 2016

12pm-6pm

@ 922 San Pedro,
San Antonio, TX

¡Hola! from Esperanza Peace and Justice Center

Esperanza's annual **International Peace Market • Mercado Internacional de Paz** brings people together in the tradition of open-air markets found around the world. The Mercado fills up the two floors of the Esperanza Center located at 922 San Pedro in San Antonio, Tx. and spills out into the back patio and into a tent-filled area on Evergreen St.. The Market gives shoppers direct access to local and global artisans and artists who sell traditional and creative handcrafted goods with themes related to peace, social justice, cultural diversity and ecological concerns. The Peace Market provides an authentic alternative to the hectic holiday shopping of corporate franchises in malls and shopping centers.

The success of our Peace Market begins with the selection of vendors who understand that this trend towards corporate shopping and mass production is leading to a decline of human values. Our shoppers have direct access to the products' creators and know who their hard-earned money is benefitting. Live performances and a variety of food and drinks for sale makes the day a great outing for all ages. Come see old friends, make new contacts, buy one-of-a-kind gifts and celebrate our 27th annual Peace Market. In 2016, the ever-popular Peace Market will host up to 10,000+ shoppers and 100+ vendors. *Join us!*



Applying for the 2016 Peace Market

Vendor spaces are in high demand! To be considered as a 2016 vendor, you must meet the application deadline of Sept. 16th. Submit applications as early as possible for immediate review. Final selections will be made by mid-October.

The Peace Market depends on our vendors' honesty, generosity and spirit of fun. We rely on you to itemize sales for every sale each Market day using the receipt books provided. **A fee based on the percentage of total sales for each day** is paid out to the Esperanza at the end of each market day as indicated below:

Vendor Fees*

Note: Size refers to storefront

Total space: —6 ft.— —8ft.— —10ft.—

Outdoor: Small = 20% Med = 25% Lg = 35% (10x10 tents)

Indoor Small = 30% Med = 35% Lg = 40% (limited)

Note: Only 10x10 street tents are permitted. No tents indoors or in patio.

*In a spirit of cooperation, vendors are asked to donate an item that represents their best products for the Mercado's Raffle. Donated items will be on display as one of the prizes your customers can win with the tickets they receive when they redeem receipts for purchases made for raffle tickets or buy them for \$1. The hourly Raffle keeps our market free and shoppers stay on for hours of fun!

VENDOR CHECKLIST!

- Print legibly & complete all items of the application front *and* back! Incomplete apps will not be accepted!
- Include 6-8 images (labeled clearly) of your **best** 2016 handcrafted products. All vendors must submit images!!!
- Return applications to Esperanza, 922 San Pedro, San Antonio 78212 or email: lavoz@esperanzacenter.org
- If mailed, call 210.228.0201 to verify that your application was received.
- Applications will be dated and signed when received. **DEADLINE: Sept. 16th!**
- Local vendors selected must attend an orientation meeting where details will be reviewed and an agreement signed.

**APPLICATIONS DUE:
Friday, Sept. 16, 2016**

2016 VENDOR GUIDELINES

Esperanza Peace and Justice's 27th Annual Mercado Internacional de Paz • International Peace Market on Friday and Saturday, November 25 & 26 & 27, 2016 is an open-air Mercado featuring one-of-a-kind handmade goods. Themes of peace, social justice, cultural diversity and ecological concerns are central to the products sold. Vendors work in a spirit of community observing the following guidelines:

International Peace Market

Mercado Internacional de Paz

Mandatory Vendor Meeting:

Vendors are required to attend a Peace Market orientation meeting where agreement forms will be signed and details finalized. Meeting dates will be announced upon acceptance.

Vendor Fees:

Vendor Agreement Forms signed at the meeting will set the fees that will be charged (20-40% of daily sales) based on the size & location of the space used each Peace Market day.

Peace Market Raffle:

Vendors are asked to donate an example of their best merchandise to raffle off as a prize. Prizes will be put on exhibit for all to see. Attach your name and the location of your booth so customers can find you!

Receipt Books:

Receipt books with triple copies are issued daily. The original receipt stays in the book after each sale for final calculations at the end of each day. Clients get the next receipt that can be used to obtain a raffle ticket. Vendors keep the last receipt removing it as each sale takes place. Every receipt should be labeled cash, credit, check or VOID. New receipt books can be obtained in the office.

Vendor Set-up:

Indoor vendors set up on the Tuesday and Wednesday before the Peace Market from 12-8 pm. Items left at

each site should be labeled with the vendor's name and be secured. Outdoor vendors set up on actual Market days unloading boxes at the sidewalk while parking in designated areas. Cars can not park at the curb!

Vendor Parking:

Vendors should park in lots that are further away from the Mercado. Elders and otherly-abled customers should have preference in parking close by .

Vendor Check-in:

On Friday & Saturday, vendors can set-up as early as 7 am, and 9 am on Sunday. Vendors can check-in and pick-up receipt books and packets from the Esperanza office from 8:30 to 9:30 am. Please be prompt as spaces cannot be guaranteed for late arrivals.

Market Day Duration:

The Peace Market is a 3-day commitment that requires all vendors to begin by 9:30 am and continue sales until 6 pm daily. No exceptions!

Check-out Time:

Check-out at the Esperanza office begins at 6:30 pm in the order announced for that day. Vendors must total all receipts before being processed each day. Fees paid to Esperanza are based on a % of the receipt totals based on the space used. Vendors will also receive payment at the end of each day.

Overnight Breakdown and Storage:

Indoor vendors may leave their displays covered at night between market days—at their own risk. Outdoor vendors must break down set-ups on Friday night and may store items indoors if space is available. Storage is also available in the gated patio outdoors.

Space Use:

Everyone must provide their own tables, supplies and accessories. Esperanza provides two folding chairs for each space. Vendors may not nail, drill or tack into concrete walls, but may use pushpins on available sheetrock walls. Vendors must stay in their assigned spaces, including tents.

Electricity:

Vendors must bring their own lighting attachments if electricity is needed. A \$5 fee for electricity will be charged each day. Indicate on your application if electricity is needed.

Cash box and Change:

Vendors must bring their own cash for change. Esperanza can not provide change. However, our credit card facilities may be used for customer purchases. A service fee will be charged for use that will be paid by the vendor at check-out. Individual credit card readers may be used (eg. square). They will save the vendor sales that otherwise might be lost!

The Esperanza Peace and Justice Center retains the right to change any of the preceding guidelines or add new ones—as needed yearly. Following the guidelines will insure a successful experience at the Peace Market. Enjoy old friends, meet new ones and have fun!

