

¡Saludos! from Esperanza Peace and Justice Center

# PEACE MARKET • 2019 • Mercado de Paz

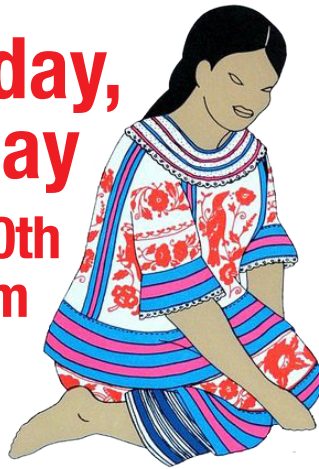
## Friday, Saturday

### November 29th & 30th 10am - 6pm

## & Sunday

### December 1st 12pm - 6pm

#### Gifts • Music • Food • Friends



Esperanza's Peace Market • *Mercado de Paz* brings people together in the tradition of **open-air markets** found around the world. The Mercado fills two floors of the Esperanza Center at 922 San Pedro in San Antonio, TX and spills out onto Evergreen St. that is filled with colorful tents and booths. Shoppers have direct **access to local and global vendors** and artists/artisans who sell unique **handcrafted goods** with themes of peace, justice, cultural diversity and ecological concerns.

The Peace Market offers an authentic holiday shopping experience. The trend towards corporate shopping has led to a decline in personal values and the disappearance of goods made by artisans. Direct access to the product's creators allows shoppers to see how products are made, where they come from and who benefits from purchases made. **Live performances** and a variety of **food and drinks** for sale add to the enjoyment **for all ages**. Join us at the 30th annual Peace Market!

## Applying for Peace Market

**2019 applications due Monday, October 7th!**

The Peace Market depends on our vendors' honesty, generosity and spirit of fun. We rely on you to **itemize every sale** each Market day using the **receipt books** provided. **A fee based on the percentage of total sales daily** is paid out to the Esperanza at the end of each day. The fee is based on the **size and location** of the space selected as indicated in the chart below. Vendors walk away with their profits at the end of each day. :

Vendor Space Rental Fees*		
Small <b>6 ft.</b>	Medium <b>8 ft.</b>	Large <b>10 ft.</b>
<b>Indoor = 30%</b>	<b>Indoor = 35%</b>	<b>Indoor = 40%</b> (if space allows)
<b>Outdoor = 20%</b>	<b>Outdoor = 25%</b>	<b>10x10 tents = 35%</b> <b>Only on Evergreen St.</b>

Note: Size refers to storefront width. Wall space and depth vary.

## Vendor Checklist!

- Print legibly & fill out all items front and back** on the application. Incomplete applications cannot be accepted!
- All vendors must submit 6-8 good quality images** (labeled clearly) of your best 2019 merchandise.
- Return applications to: Esperanza Peace & Justice Center @ 922 San Pedro Ave., SATX, 78212** or email: [peacemarket@esperanzacenter.org](mailto:peacemarket@esperanzacenter.org)
- Call 210.228.0201 or email: [peacemarket@esperanzacenter.org](mailto:peacemarket@esperanzacenter.org) to verify** that your application was received.
- Applications must be dated and signed** by staff upon receipt. **DEADLINE: Monday, October 7th!**
- Local vendors selected must attend an orientation meeting** where details will be reviewed and an agreement signed.

## Vendor Donation for Peace Market Raffle

**\*In a spirit of cooperation, vendors are asked to donate an item that represents one of their best items for the Mercado's Hourly Raffle. Label your donation with your name or include a business card.** Prizes are put on display for all to see at the Evergreen entrance. Each sales receipt can be validated by customers for free raffle tickets at the Raffle Booth located at the patio entrance. Winners will select prizes from the donations provided.



# 2019 Peace Market

## VENDOR GUIDELINES!

**Mandatory Vendor Meeting:** Vendors are required to attend a Peace Market orientation meeting where agreement forms will be signed and details finalized.

**Vendor Fees:** Vendor Agreement Forms are signed at the orientation meeting setting the fees for your space at 20-40% of daily sales based on the size & location of the space used. [See chart on back page.]

**Market Day Duration:** Peace Market is a 3-day commitment: Fri. and Sat., 10am-6pm and Sun. from 12pm- 6pm. Vendors must be present all 3 days!

**Vendor Set-up:** Indoor vendors set up from 12-7pm on the Tuesday and Wednesday before the Mercado. Items left at their space should be labeled and secured. **Outdoor vendors set up and breakdown daily during the Mercado. They may unload in the morning at the Planned Parenthood parking lot next to the Esperanza on San Pedro where volunteers will watch items as vendors go park at designated lots of San Antonio College.**

**Vendor Parking:** Vendors will park in the SAC lots farthest from the Market. Golf carts can take folks to the mercado. Elders and handicapped have priority to near-by lots.

**Space Use:** Vendors must provide their own tables and supplies. **Esperanza only provides two folding chairs per space.** Vendors may NOT nail, drill or tack into concrete walls, but may use pushpins on sheetrock walls. Vendors must stay in assigned spaces.

**Vendor Check-in:** The Esperanza opens for Peace Market by 7am on Friday and Saturday and by 9am on Sunday. Vendors can check-in and pick-up receipt books and packets at the office starting at 9am, Friday and Saturday and on Sunday by 10am. Spaces can not be saved for late arrivals. Sales continue until 6pm daily. No exceptions!

**Receipt Books:** Receipt books with triple copies are issued each Market day in the Esperanza office. Receipts must be written for EVERY transaction. The original WHITE receipt stays in the book after each sale for check out at the end of each day. Vendors keep the YELLOW receipt for their own use, removing it after each sale for your records. **Customers keep the PINK copy that can be validated for a raffle ticket.**



CARLOS

The Esperanza Peace and Justice Center's 30th Annual Mercado Internacional de Paz • International Peace Market takes place Friday & Saturday, November 29 & 30 and Sunday, December 1, 2019. It is an open-air Mercado featuring unique handmade goods. Themes of peace, social justice, cultural diversity and ecological concerns are central to the products sold. Vendors work in community observing these guidelines:

**Write Cash, Credit, Check, Square, or VOID on each receipt.**

New books are available in the Esperanza office.

**Check-out Time:** Check-out at the Esperanza office begins at 6:30pm daily after sales are completed. The checkout order will be announced by 6pm. Vendors must total all receipts for the day before being processed. Fees are paid to Esperanza based on the % agreed on each day. Vendors retain their profits when the check-out is completed daily.

**Cash box and Change:** Vendors must bring their own cash for change. **Esperanza can not provide change.** Our credit card facilities may be used for clients if a vendor does not have their own. A service fee of 2.75% per sale will be added at the check-out. This saves the vendor sales that otherwise might be lost!

**Overnight Breakdown and Storage:** Indoor vendors and patio vendors may leave displays covered at night between Market days, at their own risk. Street vendors break down their set-up on Friday and Saturday night and may store items indoors if space is available.

**Electricity:** Vendors must bring their own lighting attachments if needed. **A one-time \$10 fee for electricity is charged at the end of the first day.** Indicate on your application if electricity is needed for your set-up.

**Peace Market Raffle:** Vendors are asked to donate an example of one of their best products for the Mercado raffle. We suggest a minimum value of \$20. Prizes are exhibited at the Evergreen entrance. Include vendor name and space location so customers can find you!

### YOUR HELP IS NEEDED!

We invite vendors and community to help us get ready for the 2019 Mercado by distributing invitations & flyers; inviting friends & family to volunteer at the Mercado; and donating food and drinks for our concessions stand. These donations have kept the mercado free to the public for 30 years! Bring your family and friends! Enjoy good food and live performances! Buy unique gifts direct from the artists. All this and more at the 30th Annual Peace Market!

Esperanza Peace & Justice Center, 922 San Pedro, San Antonio TX. 78212 | [www.esperanzacenter.org](http://www.esperanzacenter.org)

The Esperanza Peace and Justice Center retains the right to change any of the preceding guidelines as needed. Following these guidelines will insure a pleasant experience at the Peace Market.