



Reedsport Pop-Up Vendor Markets

The Reedsport Main Street Program (RMSP) and Coastal Douglas Arts & Business Alliance (CDABA) welcome you to the 2026 Pop-Up Vendor Markets! We are excited to kick off our fourth season!!!

Vendor Dates:

Saturday, May 23rd ~ Memorial Day Weekend Vendor Market ~ 10 am to 4 pm

Friday, June 5th ~ 2 – 7 pm

Saturday, July 4th ~ Fourth of July Vendor Market ~ 10 am to 4 pm

Friday, August 7th ~ 2 – 7 pm

Friday, September 4th ~ 2 – 7 pm

We welcome new art, craft products, service organizations, plants, flowers, as well as fresh fruits and vegetables. This year, the participation fee is only \$10 per space per event date if signed up one week prior to the event date. The fee will help cover advertising fees to promote the market.

If unable to participate, your payment will be refunded if notice of cancellation is received at least one week prior to the event. No refund will be issued if you cancel during the week of the event or on the day of the event.

We will continue the BINGO card game that started at the end of the 2025 season. Participants will need to have a blackout for a chance to win a prize. This is an effort to help attract customers to your business. Prizes are sponsored by the Reedsport Main Street Program. All vendors and businesses who would like to participate will be included. The only thing that you will need to do is add your initials to the box where you are listed. Drawing will take place 30 minutes before the end of each event.

Please help us promote the event by sharing it with your social media channels to help spread the word.

All vendors are responsible for providing their canopy, table(s), and chairs. Vendors are also responsible for taking their garbage/trash with them after the event. The garbage cans at the event are for use by the public only. Thank you for your help in this matter.

Please let us know if you have any questions.

Sincerely,
Rosa

Rosa Solano, Director
Reedsport Main Street Program
541-271-3603 ext. 1008
mainstreet@cityoffreedsport.org



451 Winchester Avenue
Reedsport, OR 97467

Reedsport Pop-Up Vendor Markets 2026 EVENT VENDOR APPLICATION

Business Name: _____

Contact Name: First: _____ Last: _____

Street: _____

City _____ State _____ Zip _____

Phone Number: (____) _____ - _____ E-Mail Address: _____

Booth Type: Craft Art Organization Fresh Fruits & Vegetables Plants

Fee: Cash/Check/Money Order \$10 per space per event date if paid one week prior to event.
Late sign-ups \$20 per space per event date.

If unable to participate, your payment will be refunded if notice of cancellation is received at least one week prior to the event. No refund will be issued if you cancel during the week of the event or on the day of the event.

Describe items for sale or exhibit:

Date	Market Hours	Setup Time	Information
Saturday, May 23 rd	10 am to 4 pm	8 am to 10 am	Booths will be set up along Hwy 38 between 4th and 5 th Streets ~ Check-in at Main Street Booth located in front of Stillwagon Distillery.
Friday, June 5 th	2:00 – 7:00 pm	12:00 to 2:00 pm	
Saturday, July 4 th	10 am to 4 pm	8 am to 10 am	
Friday, August 7 th	2:00 – 7:00 pm	12:00 to 2:00 pm	
Friday, September 4 th	2:00 – 7:00 pm	12:00 to 2:00 pm	

PLEASE DO NOT MAIL CASH!

Approximate space size: 10' x 10'

NO ELECTRICITY AVAILABLE

Deposit Information

Enclosed is my check or money order # _____

For \$ _____

Payable to: Reedsport Main Street Program

Spaces will only be reserved after application & full fee have been received and approved.



Number of spaces needed: _____ approximately 10ft x 10ft booth
 Vendor provides their own canopy, table(s), and chairs. NO ELECTRICITY AVAILABLE.

Spaces will only be reserved after application with payment has been received and approved by the Reedsport Main Street Program. For more information regarding this event, please contact Rosa Solano at 541-271-3603 ext. 1008 or by e-mail at mainstreet@cityoffreedsport.org.

If attending more than one date, you can pay each month or in full when you first sign up.

Please make checks payable to: Reedsport Main Street Program.
 Mail to: Reedsport Main Street Program, 451 Winchester Ave, Reedsport, OR 97467

Email up to three photos of items to mainstreet@cityoffreedsport.org.

APPLICATION DEADLINE:

<u>Application Due</u>	<u>Event Date & Times</u>
May 15, 2026	May 23 rd • 10 A – 4 P
May 29, 2026	June 5 th • 2 – 7 P
June 26, 2026	July 4 th • 10 A – 4 P
July 31, 2026	August 7 th • 2 – 7 P
August 28, 2026	September 4 th • 2 – 7 P

Fee: Cash/Check/Money Order \$10 per space per event date if paid one week prior to event.
 Late sign-ups \$20 per space per event date.

If unable to participate, your payment will be refunded if notice of cancellation is received at least one week prior to the event. No refund will be issued if you cancel during the week of the event or on the day of the event.

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 PAYMENT INFORMATION:
 Enclosed is a check or money order # _____ for \$ _____ payable to the
 Reedsport Main Street Program.
PLEASE DO NOT MAIL CASH.
 =====

FOR OFFICE USE ONLY:
 DATE REC'D: _____ AMOUNT PD: _____
 #OF BOOTHS: _____
 BY: _____



Douglas County Worker's Compensation Form (ORS 656)

Any person who provides labor for compensation and does not qualify for an exemption is a subject worker. Non-subject workers are defined in ORS656.027. Participant is required to provide proof of worker's compensation insurance or to certify that subject workers are not employed for any Coastal Douglas Arts and Business Alliance or Reedsport Main Street Program event. Completion of this certificate is REQUIRED as a condition of obtaining a special use permit for any Event that takes place in Douglas County. This requirement is imposed by the Douglas County Counsel.

Part 1 Everyone must fill out this section.

Name: _____

Phone Number: _____ Mailing Address: _____

Business or Organizations Name (if applicable) _____

Part 2 Sign this section if you do not have employees or none of your employees will be working at the event.

I, as Participant, and for the Organization, if any, named above, certify that I will not employ workers to perform labor at any Coastal Douglas Arts and Business Alliance event.

(Signature)

(Date)

Part 3 Sign this section if you have employees that will be working at the event. Include a copy of your worker's compensation insurance.

Subject workers will be employed to perform labor at a Coastal Douglas Arts and Business Alliance / Reedsport Main Street Program event. I have instructed my insurance agent to furnish proof of the required insurance coverage to Coastal Douglas Arts and Business Alliance, P.O. Box 5, Reedsport, OR 97467. I understand that proof of insurance must be received prior to the Event.

(Signature)

(Date)



TERMS AND CONDITIONS:

AUTHORITY OF COASTAL DOUGLAS ARTS AND BUSINESS ALLIANCE (CDABA) / REEDSPORT MAIN STREET PROGRAM (RMSP): Coastal Douglas Arts and Business Alliance / Reedsport Main Street Program and its event committees will administer all event vending applications. This application is subject to the following terms and conditions:

- 1) **PAYMENT** – Check will be cashed upon receipt. If unable to participate, your payment will be refunded if notice of cancellation is received at least one week prior to the event. No refund will be issued if you cancel during the week of the event or on the day of the event.
- 2) **USE OF ASSIGNED SPACE (the “Space”).** Participants may sell only items that are new, handcrafted, homemade, grown, approved commercial gift items, or direct sales. Participants may not display, sell and/or attempt to sell any items of drug paraphernalia; any item displaying obscenity or profanity; any item that is sexually explicit or displays any nudity; or any item tending to excite racial or political disharmony.
 - a) Participants may use the space assigned by the Committee to sell only the items described in the permit application. Participants accept the space in the condition existing at check-in. CDABA/RMSP are not obligated to make any improvements to the space for the Event. Vendors must provide their own canopy, tables, and chairs and must fit in the designated space.
 - b) Participants shall not make any alterations to the space without the written approval of CDABA/RMSP. Participants shall take reasonable precautions to prevent damage to the space. Participants shall be responsible for and shall compensate CDABA/RMSP for damage that is caused by the negligence or other wrongful acts or omissions of Participants, or their employees or agents.
 - c) Participants shall keep the space reasonably clean during the Event. All trash generated by the participant is the responsibility of the participant and shall be removed from the site and disposed of elsewhere. This includes trash, garbage, boxes, unwanted inventory, and food.
 - d) Participants shall remove from the space all furniture, appliances, supplies, signs, and other personal property used at the Event and surrender the space to CDABA/RMSP in the same condition as received no later than two hours following the event.
- 3) **COMPLIANCE WITH LAWS.** Participant shall comply with all federal, state, and local statutes, regulations, administrative rules, codes, and ordinances that apply to the Event, including all City of Reedsport ordinances.
- 4) **WORKER’S COMPENSATION. Every participant MUST return the Worker’s Compensation form.** Participants who employ subject workers to perform labor at the Event are subject employers as defined in ORS 656.005 and shall comply with ORS 656.017. Douglas County requires that we provide them with a signed statement from every participant in the Event. **If you will have employees working at the Event, you must fill out Part I and Part 3 of the enclosed form. If you will NOT have employees working at the Event you must fill out Part I and Part 2 of the enclosed form.**



5) INDEMNIFICATION.

- a) Participant, and Participant's officers, employees, and agents are not officers, employees, or agents of CDABA or RMSP as those terms are used in ORS 30.260 to 30.300. Participant shall defend, indemnify, and hold harmless CDABA, RMSP, and the City of Reedsport and its officers, employees, and agents from claims, actions, damages, judgment, and other expenses and liabilities ("claims") arising out of injury to any person or damage to property caused in part or entirely by the activities of Participant, or Participant's officers, agents, or employees or any hazardous condition at the Booth. Participants will not be responsible for claims resulting solely from the negligence of CDABA or RMSP, or CDABA / RMSP officers, employees, or agents, or latent hazardous conditions.
- b) This section merely allocates risk between CDABA/RMSP and Participant. It cannot be construed to diminish any liability insurer's obligations or to waive contribution or indemnity from other persons or entities.

6) REMEDIES.

- a) Time is of the essence for this Application. If Participant fails to comply with any material conditions of this Application and its Terms and Conditions, or if Participant does not take prompt action to rectify a failure to comply with this Agreement or a supplemental agreement, CDABA/RMSP may immediately terminate this Agreement; eject the Participant from the Event; exclude the Participant from future CDABA/RMSP Events; retain Participant's deposit as liquidated damages; or enforce any remedies available to CDABA/RMSP under Oregon law.
- b) The above stated remedies are cumulative. The exercise of one remedy by CDABA/RMSP will not impair any other remedy. Any litigation concerning this Application will be conducted in the appropriate court or a court in Douglas County.

7) RUBBISH CONTROL DURING THE EVENT. Garbage cans are provided in the Event area for use by Event guests only. All vendors shall provide a suitable trash container at their booth, police the area around the trash container, and remove it to be discarded off-site after the Event.

8) CHECK IN. Assigned space numbers will not be given prior to check-in. Committee members will be available at Vendor's area during set-up time. Please see attached Vendor page for set-up times.

9) HOURS OF OPERATION. Closing your booth before the specified time or leaving the Event early will result in possibly being excluded from the Event in future event dates. You must be open during the advertised hours of operation. Please call prior to submitting your Event Application for more information.

10) TIPS ABOUT THE APPLICATION.

- a) Your Application is a contract. Please type or print the required information. When an item is not applicable indicate that fact by entering N/A.
- b) If you share the space with a participant who is not a member of your immediate family, we require an application from both parties. This procedure serves two purposes, (1) we know who the participants are, and (2) the other person's name is added to the Event mailing list. Additional application(s) will be sent upon request.



c) Participants desiring to be near each other should try to have both parties indicate this fact on each Application. Please use the other vendor's full name.

11) **CONFIRMATION OF ACCEPTANCE.** We will email you to let you know that you have been accepted into the Vendor Market.

12) **WHAT TO SEND:**

- Completed event vendor application.
- Worker's compensation certificate - EVERY vendor is required to return this form
- E-mail address.
- Money to cover fees (Pay each event separately or all combined in one check)
Check will be cashed upon receipt.
- Email up to three photos of items to mainstreet@cityofreedsport.org
- Signed Terms & Conditions.
- Signed Code of Conduct.

13) **REQUESTING SPACES.** Applicants are welcome to request to be placed in a certain area of the Event, if the Application is received in a timely manner. However, requests are NOT guaranteed. Late requests for specific placing will not be accepted. Space locations will not be given prior to check-in.

14) **A REMINDER ABOUT INSURANCE.** Instruct your insurance agent to send any required certificates of liability and/or worker's compensation form to the Reedsport Main Street Program, 451 Winchester Ave, Reedsport, OR 97467

15) **SUPPLEMENTARY CONDITIONS.** Any supplementary conditions shall be in writing and signed by the Participant and CDABA/RMSP.

I, as the participant, and for the Organization, if any, named above, have read and agree to the conditions set forth in the Terms and Conditions of Coastal Douglas Arts and Business Alliance/Reedsport Main Street Program's Event Vendor Application and the Code of Conduct, which I have retained for reference. The undersigned certifies that he/she has the authority to accept and sign this Application on behalf of the named organization.

(Signature)

(Date)



CODE OF CONDUCT

The Coastal Douglas Arts and Business Alliance, hereafter called CDABA and Reedsport Main Street Program, hereafter called RMSP are committed to conducting their business affairs in a socially responsible manner. CDABA/RMSP expect a commitment to legal compliance and ethical business practices by all of its vendors. This Code of Conduct shall apply to all participants of CDABA/RMSP events.

STANDARDS

- 1) **LEGAL COMPLIANCE:** Vendors must comply with all applicable legal requirements in conducting business related to sales. Vendors must comply with any lawful and reasonable direction given by a CDABA/RMSP Representative.
- 2) **ENVIRONMENTAL COMPLIANCE:** Vendors will be committed to the protection and preservation of the local environment and conduct business accordingly.
- 3) **COMPLIANCE WITH ETHICAL PRINCIPLES:** Vendors will be committed in the conduct of their business to a set of ethical standards, which include, but are by no means limited to honesty, integrity, trustworthiness, and respect for the unique intrinsic value of each human being. Vendors are expected to act with integrity during the course of the relationship between CDABA/RMSP and your Company. CDABA/RMSP also expects that vendors will not provide false or misleading information to anyone.
- 4) **FAILURE TO COMPLY:** If any vendor or others acting on behalf of the vendor or its business fails to comply with the Code of Conduct, CDABA/RMSP First Friday Pop-Up Vendor Market Committee will decide an immediate course of action including but not limited to; dismissal of the event without reimbursement of previously paid funds, exclude from future participation in events, and legal proceedings that best protect CDABA/RMSP and others in attendance from personal injury, harassment, or damages.
- 5) **AGREEMENT TO COMPLY:** CDABA/RMSP acknowledges your agreement to this Code of Conduct upon your deposit associated with the participation in CDABA/RMSP events.

(Signature)

(Date)



VENDOR INFORMATION

Please keep this page and a copy of the Vendor Application, Terms and Conditions, and Code of Conduct for your records.

Mail the Vendor Application, signed Workers Compensation form, and Code of Conduct, along with your check to:

Mailing or Drop-off Address:
Reedsport Main Street Program
451 Winchester Avenue
Reedsport, OR 97467

Email up to 3 photos of the items that you will be selling to mainstreet@cityoffreedsport.org.

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August 28, 2026

Event Date & Times

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For more information contact:
Rosa Solano, Main Street Director
541-271-3606 ext. 1008 or mainstreet@cityoffreedsport.org

The **Reedsport Pop-Up Vendor Market** is held on the sidewalks along Highway 38 between 4th and 5th Streets, just outside the businesses. Check in at the Main Street booth when you arrive.

Please do not leave your booth unattended. We are not responsible for lost items.

Be sure to like our Facebook pages to keep informed about future vendor opportunities. Share our postings to encourage attendance at the events.

We look forward to seeing you at the Market!!!
CDABA - Coastal Douglas Arts and Business Alliance
RMSP – Reedsport Main Street Program