

## **Alaska-Juneau Public Market Frequently Asked Questions**

### **Can I have the same space as I had last year?**

In most cases, yes, but you are strongly advised to provide second and third choices. Numerous situations may arise that would have us assign you to other than your preferred location. If you are not satisfied, we'll work to resolve that but we need for you to alert us, and to check in every few weeks (by email). We rarely disappoint.

### **Have costs changed?**

Yes, for the first time in several years we increased costs slightly (5% to 7%) for space rentals. We resisted increasing rates for many years, but the total cost of renting the facilities almost doubled since our last increase.

### **What changes have occurred in recent years?**

Several years ago, we opened the Public Market Annex, first staged at the ANB Hall on Willoughby Ave. Last year, we moved the Annex to the Juneau Arts & Culture Center, formerly the Alaska National Guard Armory.

### **What are the criteria for being accepted at either venue?**

For Centennial Hall, we select vendors who offer consumers products or opportunities not otherwise available in the Juneau Borough (see "Selection Criteria" on the 2009 application). We expect vendors to offer products available "Only at the Public Market." We do not have this expectation for Annex vendors, who are assigned spaces on a first come/first served basis.

### **Why do you make such a distinction?**

We charge an entry fee at Centennial Hall, but not at the Annex. We have learned that the public expects us to offer unique products if they are paying an entry fee, as opposed to retail stores or other local arts & crafts shows that do not charge admission.

### **Does this mean I can't get a space at Centennial Hall if I participate in other Christmas shows or have a retail store in Juneau?**

No. Every year we have several vendors in Centennial Hall who may not appear to meet the selection criteria, but in fact have offered to do such things as invite out-of-town featured artists/authors to be present, or the vendors offer "Only at the Public Market" deep discounts, or other types of incentives. Sometimes they are there because they agreed to standby and then filled an unexpected vacancy.

### **What about charges other than space rent?**

We do not control the cost of pass-through expenses such as tables, electricity, and other incidentals charged by Centennial Hall. These costs will be listed on an order form that will be sent to all applicants who receive notice of assignments. In most cases, you can bring your own — such as tables. As yet, there is no charge for chairs.

### **Should I send a payment with my application?**

It is not required, but you may do so as a matter of convenience. We expect payment after we send you notice of your assignment, at which time we will set a payment deadline, that, if not met, will result in the space being reassigned to another applicant.

### **About the application process, can I pay by credit card?**

We cannot accept credit card payments. We accept checks, money orders and so on, and we'll work with established vendors who may need some time.

### **Can I get a refund if I cannot participate?**

Since 1983 we have never refused to refund an applicant who had to withdraw. We set the conditions on the application, but the likely exception would be someone who simply does not show up without informing us. Withdrawal, especially those done by the deadline of October 31st, does not count against you.

### **OTHER QUESTIONS?**

Ask questions by email ([metcom@gci.net](mailto:metcom@gci.net)). You'll get prompt reply by email, not so prompt for telephone inquiries.