

Membership Application Process

Hannah Grimes Marketplace opened its doors in 1997 on Main Street in Keene, New Hampshire, to provide a local retail setting for local artisans to sell their products. Since then, the Marketplace has assisted hundreds of local people to develop and expand their businesses. We sell high-quality products that are grown, sewn, beaded, knit, carved, blown, fired, written, printed, cured, baked, or painted in the Region from over 300 members.

Our mission:

- To create a thriving marketplace for local products.
- To provide education and resources to help build the businesses of the people who make those products.
- To support our local community.

In 2006 we expanded with the Hannah Grimes Center, which is at 25 Roxbury Street and assists our members with business education, support, coaching and additional resources.

The Hannah Grimes Center and Hannah Grimes Marketplace provide:

- Education, resources and support to start or grow your business.
- An easy-to-enter retail environment in which to learn and experiment with your product.
- Access to co-operative promotional, marketing, advertising.
- A linkable listing on our website (by 2015).
- Regular social media activity on Pinterest, facebook, Twitter and through website blogs
- Exposure from our participation in local, regional and national marketing.
- Monthly newsletters and Marketplace updates.
- Opportunities for product demonstrations, tastings, readings and shows.
- Business leads, referrals and networking.
- High traffic retail presence in downtown Keene.

Steps to become a member - it's as simple as:

1. Fill out application.
2. Return the completed application with your retail-ready sample (s) to the marketplace.
If your product is food, please include a copy of your kitchen/food service license and Product Liability Insurance.
3. The Jury meets the 1st week of each month – we do NOT jury in December.

Should your product be accepted:

1. You will receive a “Welcome Packet” with information regarding further membership details and a consignment agreement.
2. Before any product is placed in the Marketplace for sale you need to provide us with:
 - a. Completed Consignment Agreement
 - b. Artisan Biography
 - c. Digital Photographs of your work or yourself
 - d. Completed invoice for your merchandise
 - e. Appropriate packaging/label/pricing
3. You will need to attend our Marketplace 101 within 3 months of membership.

Membership Application



Date _____ Your name _____

Business name _____

Address _____

Phone _____ Fax _____ E-mail _____

Website _____

What best describes your business: _____ part-time _____ full-time

Business Type: Sole Proprietor Corporation S Corporation LLC
 Partnership Non-Profit Other _____

Status of your business: Exploring new idea Start up 0-1 year old
 Est. business 1-5 years purchase of existing business Est. Business 5+ years old

Would you like to grow your business? _____ Do you have a business plan? _____

Your product: _____

Description of product you are submitting:

If you have more than one item you are submitting, please provide the descriptions and pricing on a separate sheet and attach.

Wholesale Cost _____ Suggested Retail _____

What is your lead time for orders? _____

Does your product have a shelf life? _____ If yes, what is it? _____

If food product – do you have a kitchen license? _____ Product Liability Insurance? _____

How is your item packaged and/or labeled _____

What other retailers carry this product? _____

What are your sales of this product for the past 12 months? _____

Where are your components/ingredients sourced? _____

Please attach a 2-3 paragraph artist/producer bio and product story.