

**2020 Vendor Application**  
**date:\_\_\_\_\_**

**Design Archives Vintage & Handmade  
Emporium**

*Creatively selling for multiple unique small  
businesses.*

*There is no other store just like this, in the  
world!*

342 South Elm St. Greensboro, NC 27401

336-272-1800

636 West Fourth St. Winston Salem, NC 27101

336-602-2452

Thank you for your interest in becoming a vendor  
with **Design Archives Vintage & Handmade  
Emporium.**

Design Archives selects vendors using the following criteria:

1. Vendors must possess a sincere desire to build a small business. Our vendors are serious about building their brand.

2. Vendors must be creating or collecting and reselling products that are trendy and not the usual craft fair product. We strive to be a unique business. To do so, we must offer different and original items.

3. Vendors must have some experience selling their product. Our best vendors have some experience with Etsy, Indie Markets, hand to hand markets or other resale shops.

4. Preference will go to vendors who have a clearly curated collection

and theme and vision. However, if your product is unique and would fill a missing need in our shop, we are happy to work with you to achieve success!

Design Archives will work to help you become the best you can be. We all want to be successful and we look at this shop as somewhat of a small business incubator for retailing your products. Perhaps your goal is to have a shop of your own or a brand that you hope to expand to national distribution. You may simply want to make money to supplement your current income and build a nest egg. We are here to help YOU!

Design Archives rents space on a 3 month basis to start, with **payment of first month** in addition to a **deposit equal to one month's rent**. The deposit will be used as your last month's rent with 30 day notice of your exit plans from your rental space. **First month's rent and the deposit will be due at signing**. After the first 3 months you will have a month to month contract. If you begin your lease on a date other than the first of the month, your rent will be prorated.

Design Archives rents you space and will receive commission on all sales. You are expected to sell at least three times your monthly rent to be successful. In most cases, this will take about three months while you develop your customer base. If you cannot achieve this, you may not be the right fit for our shop.

We will work with you to help you achieve your goals, whether it requires adjusting your space or sharing your space with another vendor. We will do whatever we can to help you to be successful!

In addition to renting space, we may **INSTEAD**, do a simple consignment contract with you. That works best for our handmade artists. Our consignment is 50/50.

When you are on consignment, the store management has the right to position your products where best displayed and where they best sell in the store.

**Please complete the application, and mail to Kit along with a \$25 application fee.**

Email photos of your products to Kit. Thank you for your interest in building a business with us!

Kit Rodenbough, owner/founder Design Archives

[kit@shopdesignarchives.com](mailto:kit@shopdesignarchives.com)

mailing address:

1515 Colonial Ave. Greensboro NC 27408

*Vendor Application*

*For Store Use Only:*

*Application Approval* \_\_\_\_\_ *Move in Date* \_\_\_\_\_  
*Vendor # assigned* \_\_\_\_\_

**Design Archives Vintage & Handmade Emporium**

Your  
Name: \_\_\_\_\_  
\_\_\_\_\_

Have you sold these products before? Where?  
\_\_\_\_\_  
\_\_\_\_\_

Your Business Name:  
\_\_\_\_\_

Tell me about your business:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Do you have packaging, business

cards, or some support collateral for your products?

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Do you have a social media presence? Please provide page information or usernames. (Twitter, Facebook, Instagram, etc.):

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What is your goal for selling at Design Archives Vintage & Handmade Emporium?

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*Your Name and contact information including phone, address, and email*

(please print):

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I authorize the verification of the information provided on this form to be true to my knowledge.

*Signature:*

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\_\_\_\_\_ *DATE:* \_\_\_\_\_

*Please print this application and send with a nonrefundable \$25 processing fee to:*

*Kit Rodenbough, Owner Design Archives Vintage, Inc.*

1515 Colonial Ave Greensboro NC 27408

Any questions? email [kit@shopdesignarchives.com](mailto:kit@shopdesignarchives.com)