

Westfield Farmers Market

2010 SEASON VENDOR APPLICATION



PO Box 125 Westfield, NY 14787
(716) 326-4000
email : farmersmarket@westfieldny.com

MARKET SEASON runs every SATURDAY MAY 29 through OCTOBER 2
Open 9:00 am - 2:00 pm

Name of Farm/Business _____

Name of Primary Contact Person _____

Mailing Address _____ Contact Numbers _____

Email Address _____

Website _____

Please List the names of others who will operate your booth

In the space below, please give a detailed description of your products & services to be offered.
Include harvest dates for produce and indicate if an item is ORGANICALLY GROWN or PESTICIDE-FREE.

Additional pages/ lists may be attached to this application.

Get fresh!

Westfield Farmers Market

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MARKET DATES. The Market will be in operation every Saturday, 9am to 2pm, beginning May 29th and closing October 2nd.

The W.F.M. committee & the market coordinator reserve the right to prohibit anyone from selling at the Market. Flea market and garage sale items are NOT considered "Farmers Market" related and are not appropriate for this venue. We greatly appreciate your cooperation!

MARKET PARTICIPATION OPTIONS:

A. Market Member: Invest in the full season of the market and enjoy the various benefits.

a. Benefits:

1. Excellent location along the high-traffic crosswalk through the park. A 12' x 12' spot will be held weekly in the same location with several feet of frontage for signage and presentation of product.
2. Regular newspaper coverage and inclusion in human interest spots in the media.

b. Requirements:

1. One-time fee of \$100, fully refundable at the close of the season if all requirements are met.
2. Consistent weekly participation in the market. Two absences are permitted, with advance notice needed.
3. If absences exceed 2 dates, a \$10 fee will be subtracted from the \$100 membership fee for each additional absence.

B. Non-Member: For vendors interested in trying the market for a limited time.

- a. No commitment required, only application approval prior to the dates interested in attending.
- b. A \$5 fee will be collected for each date set, due upon setup.
- c. Location will be along the side walkway adjacent to the main diagonal.

C. Non-profit organization: Legal non-profit organizations and board- approved

Community organizations will have access to a 12x12 space on the side walkway for free. A separate application is available for interested groups.

Vendors supply their own table, chairs, stand, signage and/or canopy as needed. Please advise if electricity is required for your operation. Vendors supply outdoor extension cord for electricity to their space. **Proper signage, including the name of your booth/farm/product, and clear, individual pricing for each product is mandatory.** Rules and guidelines regarding signage is mandated by New York State and we, as a state regulated market, uphold these guidelines. It is also **strongly** suggested that a canopy is used each week to aid in presentation and comfort.

VENDOR WEEKLY RESPONSIBILITIES:

1. Arrive early enough to be set up & ready to sell by 9:00 a.m. After set-up, your vehicles cannot be parked in places reserved for patrons, such as along Main Street and Portage. Parking spaces available in public lots on Elm St.
2. Maintain sanitary conditions of space & remove waste before leaving.
3. Return your area to original condition & exit the Park by 3:00 pm.
4. Please notify the market coordinator (two days in advance, if possible) if you are unable to show for any date you have committed to.
5. Abide by all pertinent tax, license, permit & liability laws as required by New York State. Note: Kitchens must be certified by Health Dept to sell cooked or baked foods. WFM can provide more information and contacts related to this certification. Processed foods have additional requirements.

2010 Market Rules and Regulations will be provided prior to start of market.

Please sign and return this application for review & processing to: WBCC Market Coordinator PO Box 125 Westfield, NY 14787. **For seasonal membership:** Upon approval of your current application, the membership fees will be due no later than **May 1st**.

You may also return completed applications to: Eason Hall @ the Westfield Village Office window

By signing Below I agree to the above responsibilities and will follow the rules and regulations of the Westfield Farmers Market. The information provided is correct and accurate.

Vendor signature

Date

Please mark below your choice of market option. If you are choosing the non-member option, please see attached sheet and, to the best of your knowledge, mark the dates you intend to participate. Thank you for your time and cooperation!

Market Member

Non-member

2010 Westfield Farmers Market Calendar

We are excited to have you as a vendor at our market, and look forward to seeing you often this summer! Below are the dates of the 2010 Market season. **Please mark below your planned attendance at the market this summer to the best of your ability.** If you have any questions or date changes, please contact Kristen Currier at 326-4000 or farmersmarket@westfieldny.com

Week of:

- May 29, Grand Opening
- June 5
- June 12
- June 19
- June 26

- July 3
- July 10
- July 17
- July 24
- July 31 – Market location and spaces changed for Westfield Arts and Crafts Show. Attendance optional.

- August 7
- August 14
- August 21
- August 28

- September 4
- September 11
- September 18
- September 25
- October 2, Closing Day