

2016 FIFE FARMERS MARKET VENDOR APPLICATION REV. 10/19/2015

APPLICANT INFORMATION

Business Name:		UBI:
Owner/Contact:	Day Phone:	Cell Phone:
Mailing Address:		
City:	State:	ZIP Code:
Physical Address of Farm/Business Including County (if different than mailing address):		
Email:	Website:	Facebook:

SELECT VENDOR TYPE(S) *SEE PAGE 2 OF THIS APPLICATION FOR DESCRIPTIONS*

Farmer/Producer
 Food Processor
 Prepared Food Vendor
 Artisan Crafts
 Non-Profit/Community Service Booth (no sales allowed)
 Other

We prioritize vendors that use locally sourced foods and materials. Please specify what your booth will sell:

Vendor spaces will be 10ft x 10ft. Please indicate how many spaces needed: _____
 All tables, chairs, tents and supplies are supplied by Vendor.

Additional Requests/Requirements:

COMMISSION RATES AND CANOPY REQUIREMENTS

Vendor Booth Space is free for 2015!

Commission Fees are charged as a percentage of gross sales, (less sales tax), depending on category of vendor. Vendors with daily sales lower than \$50 are exempt from the commission fees.

Farmer/Producer: 3%	Food Processor: 5%	Artisan Crafts: 7%	Prepared Food Vendor/Other: 8%
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Please refer to 2015 Fife Farmers Market Rules and Guidelines for complete information.

All vendors who wish to erect canopies, (including umbrellas), on the Market Site during a normal period of market operations, including the set up and break down period, are required to have their canopies sufficiently and safely anchored, (25 lbs per leg), to the ground from the time there canopy is put up to the time it is taken down. Any Vendor who fails to properly anchor his or her canopy will not be allowed to sell at the Market on that market day, unless that vendor chooses to take down and stow their canopy and sell without it.

CIRCLE DATES ATTENDING (PRIORITY ACCEPTANCE TO VENDORS THAT CAN BE AT EVERY MARKET DAY)

Fife Farmers Market is open 3pm – 7pm every Friday from June 3 – September 30.
 Market Location is Dacca Park, 2820 54th Ave E., Fife, WA 98424

June	3	10	17	24	Vendors are required to be ready for sales by 3 p.m. and to stay fully open and set up until 7 p.m. Market Site will open at noon for Vendors. The Market is working hard to have entertainment and activities for each Market Day. At the discretion of the Market Manager, Vendors may be allowed to remain open additional time if sales/attendance are high.	
July	1	8	15	22		29
Aug.	5	12	19	26		
Sept.	2	9	16	23		30

APPLICATION PROCESS

All vendor applications will be reviewed by the Market Manager and applicants will be notified of their status within ten (10) business days of receipt. In order to ensure a wide variety of products and services, we may limit the number of similar vendors. Approval of Vendor is at the discretion of the Market Manager and is dependent on compatibility with and enhancement of the Fife Farmers Market.

**Please mail completed Vendor Application to: Fife Farmers Market
 2111 54th Ave. East
 Fife, WA 98424**

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VENDOR CATEGORIES

Farmer/Producer - Those who raise or forage the produce, plants or animals which they sell at the Fife Farmers Market on land they own or lease/rent or on public property in the state of Washington, or counties that border Washington. This includes: farmers, ranchers, dairymen, apiaries, etc. The Farmer category also includes vendors who sell value-added products made from their own farms' products. Sampling of products requires approval from the Tacoma Pierce County Health Department, (TPCHD), and documentation of General Liability Insurance, (\$1 million single occurrence/\$2million aggregate), with the City of Fife added as Additionally Insured.

Food Processor - One who sells foods that they have personally prepared or processed on property they own, lease or rent in the State of Washington. Food Processors are persons offering fresh food products, (such as meats, seafood, ciders, wines, baked goods, jams, nuts, etc), that have added value to their product through some sort of "hands-on" processing, but have not raised the ingredients themselves. Food Processors should use ingredients from Washington State farms or waters as much as possible. Sampling of products requires approval from the Tacoma Pierce County Health Department and documentation of General Liability Insurance, (\$1 million single occurrence/\$2million aggregate), with the City of Fife added as Additionally Insured.

Artisan Crafter - Artisan Crafters are persons or entities who craft with their own hands the products they offer for sale at the Fife Farmers Market. To qualify as an Artist/Crafter, a majority of the tools and equipment used by the crafter to produce their products must require skills, personal handling and/or guidance by the crafter. Artist/Crafters should incorporate materials produced in Washington as much as possible. Artist/Crafters must create their products in Washington, or counties that border the state of WA.

Prepared Food Vendor - Prepared food vendors offer freshly made food for sale and immediate consumption on-site. Prepared Food Vendors shall possess and maintain all required state, county and local licenses and permits. When selecting Prepared Food Vendors, the Fife Farmers Market intends to provide a good variety of healthy foods, provide food options to those with dietary restrictions, and to give preference to vendors using ingredients produced in Washington. Prepared Food Vendors are responsible for knowing and acquiring all necessary licenses before vending at the Fife Farmers Market. Prepared Food Vendors must also provide documentation of General Liability Insurance, (\$1 million single occurrence/\$2million aggregate), and have the City of Fife added as Additionally Insured.

Non-Profit/Community Service Booth (no sales allowed) - Booth space is available to community entities for the purpose of informing and educating the public in accordance with Fife Farmers Market mission. No sales will be carried out at this booth. Space will be provided on an availability basis. To utilize this space:

- Apply to the Market Manager to be scheduled.
- Upon approval, the Market Manager will assign a date & location.
- Follow policies and guidelines.

Other - Any vendor which does not fit into any of the above standards.

PERMITS & LICENSES

Business Liability Insurance Policy (ATTACH COPY):

Pierce County Health Department Permit:

Cottage Food Operations Permit:

Washington State Food Processor License:

AGREEMENT

I certify that the above information adequately represents the information and/or business I wish to present at the Fife Farmers Market. I understand that acceptance into the market is not guaranteed and determined based on the information represented above. I understand that I am responsible for obtaining all necessary licenses and insurance requirements in advance of selling at the Fife Farmers Market.

Signature of Authorized Representative:

Date:

HOLD HARMLESS AGREEMENT

In consideration of participation in the Fife Farmers Market, Vendor hereby assumes all risk of injury, damage and liability and waives any right of recovery from, or to bring suit against, the City of Fife for any personal injury, death, or other consequences arising out of Vendor's participation in the activity, except for the sole negligence of the City.

Vendor further agrees to indemnify, defend, and hold harmless the City of Fife, its officers, officials, employees, and volunteers from and against any and all claims, demands, losses, actions, or liabilities, including costs and all attorney's fees. This indemnification includes, but is not limited to, the injury or death of any person, or for loss or damage to property, by any and all persons or entities, in connection with, or resulting from, the Vendor's participation in this event. The only exception shall be if the injury or damage shall have been caused by the sole negligence of the City.

Vendor authorizes any necessary emergency medical treatment that might be required in the event of physical injury and/or accident to us/me while participating in this program.

Signature of Authorized Representative:

Date: