

Port Washington Winter Farmers' Market

2014-2015 Season

Dear Potential Winter Farmers' Market Vendor,

We would like to thank you for your interest in our Winter Farmers' Market in historic Port Washington, Wisconsin. We sincerely hope you are interested in joining us November 1, 2014 through May 30, 2015.

The Market will be held at First Congregational Church at 131 N. Webster St. (just west of the Niederkorn Library). While the weather permits we will occupy both the church's fellowship hall and the west side of Webster Street. Then with winter, we'll all retreat to the fellowship hall.

All vendor applications will be considered on a first come, first served basis. The Market gives priority to vendors who can provide locally grown produce and plants, hand-made prepared foods and hand-crafted products. While many applicants feel that they have the perfect fit for the market, it may not fit our focus. All applicants will be notified of acceptance / denial accordingly. Our goal here is to outline a general framework of what we see in our vision of what a farmers' market should include.

MARKET TIME AND SET UP: Market vendors need to be in place no later than 8:45 AM each day of the specified Market morning. The Market will be open from 9:00 AM until 1:00 PM. For safety reasons, no vendor will be allowed to leave prior to 1:00 PM. Except for emergency situations, any vendor who does vacate their space prior to the close of the Market will be in violation of the agreement.

LICENSES & INSURANCE: You are responsible for conforming to all applicable Federal, State and local laws that apply to your products. Individual product liability insurance and licenses are your responsibility.

COSTS: Your fees will be used to support the Market, as well as publicity. A 5-foot round table and an adequate number of chairs will be provided to each vendor.

- Full Season Vendor - \$140.00 (savings of \$40) for the 12-event season, per vendor space.
- Weekly Vendor - \$15 per week

We plan to build on the success of our last four winter seasons; continuing to provide a community gathering place centered on local food and vendors. We look forward to your participation. The strength of any farmers' market depends on the presence of many vendors and a diversity of products. Signage, special displays and samples are highly encouraged. However, please do not block other vendors and/or their tables. Be unique and treat every customer as a repeat customer.

Thank you for your participation and we look forward to a successful Winter Farmers' Market. If you have any questions, please contact Amy Whitlow at 414-202-7840 or portwinter@portfish.org



2014-2015 Port Washington Farmers' Market Vendor Application

COMPLETE, SIGN & MAIL WITH YOUR PAYMENT:

Name:	Address:
City, State, Zip:	Phone:
E-mail address:	Check Amount Enclosed:
(For office use) Vendor type:	(For office use) Payment confirmed:

Vendor Items:

Please briefly describe the products you offer: _____

Market Dates:

Please check the weeks you would like to attend:

- | | | |
|--|--|--|
| <input type="checkbox"/> November 1, 2014 | <input type="checkbox"/> December 6, 2014 | <input type="checkbox"/> February 28, 2015 |
| <input type="checkbox"/> November 8, 2014 | <input type="checkbox"/> December 13, 2014 | <input type="checkbox"/> March 28, 2015 |
| <input type="checkbox"/> November 15, 2014 | <input type="checkbox"/> December 20, 2014 | <input type="checkbox"/> April 25, 2015 |
| <input type="checkbox"/> November 22, 2014 | <input type="checkbox"/> January 31, 2015 | <input type="checkbox"/> May 30, 2015 |

Costs:

- **Full Season Vendor** - \$140.00 (savings of \$40) for the 12-event season, per vendor space.
- **Weekly Vendor** - \$15 per week

My check for _____ dates, in the amount of \$_____ is enclosed.

*** Checks should be made out to Portfish, Ltd.**

Terms & Agreements (Revised 2014)

I agree to the terms of this agreement and agree to abide by all policies set forth by the Port Washington Farmers' Market Committee. I do hereby release Port Washington Winter Farmers' Market, PortFish LTD, First Congregational Church and the city of Port Washington from any liability due to my product(s). I also understand that all fees are non-refundable and that I should notify the Farmers' Market as soon as possible in the case of extenuating circumstances, which will result in not attending the market as scheduled.

Signed: _____ Date: _____

Mail completed application with payments to: PortFish, Ltd.
c/o Farmers' Market Application
N50 W6242 Western Rd.
Cedarburg, WI 53012