



LEBANON FARMERS' MARKET

2017 Main Season *RETURNING Vendor Application*

This summer marks the fifteenth year of the Lebanon Farmers' Market! The Thursday evening summer market has become a destination spot for residents of Lebanon and beyond. We are looking forward to another great season! Please note- this year there are 20 weeks of market again! That's right!

★ **One major change for returning vendors- Applications must be received by March 15 to secure your spot. Applications received after this date will be added to the new vendor pile and evaluated along with all new vendors. Please get your application in! Final date to get applications in is April 1.**

MARKET PROGRAMS

EBT/Debit and Granite State Market Match: the market will promote Debit and EBT (federally issued foodstamps) at the market with a central market terminal. In addition, the market supports a Double Value Coupon Program, called *Granite State Market Match*, which matches EBT dollars spent at the market. Customers shopping with their EBT cards will be eligible to receive up to \$10 in matching funds to spend on fruits and vegetables at the market. Vendors can accept the tokens and redeem them for cash. Reimbursements will be made the following week.

Art at Market: again this year, on nice days EVA gallery will be setting up stations for children to create art!

Music Series: we will have weekly musicians playing as well as the Recreation department will have their Front Porch Music series following the market during the summer.

MARKET DATES

The Market runs rain or shine! All vendors are expected to attend the markets they register for.

The 2016 season will begin Thursday, May 18 and end Thursday, September 28, for a total of **20** weeks this year! The market is scheduled to take place Thursdays from 4 to 7 pm. There is a \$10 non-refundable application fee for all vendors.

Application received and paid in FULL before March 15:

Full season: \$10/week plus \$10 application fee = **\$210 total**

Partial season: \$12.50/week plus \$10 application fee.

Application received after March 15/ before April 1 OR no payment received with application:

Full season: \$12.50/week plus \$10 application fee = **\$260 total per season.**

Partial season: \$15/week plus \$10 application fee.

SPRING KICK-OFF MEETING

The spring kickoff meeting will be on May 4, 2017 at 5pm at the Upper Valley (Lebanon) Senior Center – 10 Campbell St. **The meeting is mandatory for ALL NEW market vendors, returning vendors are encouraged to attend.** New vendors will be given their space assignments.

As always, if you have any questions or concerns, please feel free to contact me.

Lindsay Smith, Market Coordinator
603-448-5121 or 603-306-7927

www.lebanonfarmersmarket.org
info@lebanonfarmersmarket.org

Please keep this page for your records- do not return with application.

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2017 Main Season RETURNING Vendor Application

SECTION 1- BASIC INFORMATION

Farm / Business Name _____

Contact Name(s) _____

Additional Names of those selling at market _____

Street Address _____

Town/State/Zip _____

Phone _____ Email _____ Best way to reach you _____

Website _____

Booth Request SAME as last year ____ New location ____ New Size ____

Only those with 10x 20 in the past may have them again at no cost. We are now going to a new system. If you want more space, it will cost more. Please contact market manager.

Electricity use- Please indicate the proper category (a surcharge for electricity is being added this year)

____ Full Season Vendor: Add \$40.00 ____ Partial Season Vendor: \$3.00 per market ____ No Electricity

Please provide proof of product liability insurance:

The Lebanon Farmers' Market is covered by a limited liability insurance plan. The insurance does not cover product liability for individual vendors. WE encourage you to have insurance.

Insurer _____ Policy # _____

FEE SCHEDULE:

The market season is Thursdays, May 19 - September 29 2016, 4 - 7 p.m. Vendors may pay in full or partially ahead of time. All fees owed are due by the end of market season. Vendors owing fees will not be permitted to apply to future markets until debts are satisfied.

____ Full Season, discounted rate of **\$210** (\$10/week plus \$10 application fee) **DUE in full by March 15**

____ Full Season, regular rate of **\$260** (\$12.50/week plus \$10 application fee) – stall fee payment received after March 15

____ Partial Season, discounted rate (\$12.50/week plus \$10 application fee) **DUE in full by March 15**

____ Partial Season, regular rate (\$15/week plus \$10 application fee) stall fee payment received after March 15

Partial Season Vendors, please list date requests: (application void if left blank)

Spring Kick-off Meeting: May 4th 2016 at 5pm. Upper Valley (Lebanon) Senior Center.

SECTION 2- PRODUCT INFORMATION

Returning vendors please list **NEW** products

No Change in products

In the following section, please indicate the percentage of your products that fall under each category. Please include a detailed description of your products- attach extra sheets as needed. **You are only permitted to ONLY sell products listed on your application.** Products MUST follow our producer-only guidelines. The market manager has the right to veto any products that do not comply with our rules or standards

1) Agricultural Products _____ % *(items are considered agricultural if they are farm products or are made/produced from farm products – ie, soap, wooden cutting boards, etc are counted as agriculture if produced from your land)*

Full description of products :

2) Prepared Food Products _____ %

Are you using 25% local products? Yes _____ No _____

Full description of all prepared food products:

(If some of your prepared foods are dinner items, you will be invited to participate in the “Easy Choices” program that Lebanon Farmers’ Market is partnering with this summer).

Do you plan to sell a **drink**? Yes ___ No ___ . _____ % Please describe the drink and list drink ingredients:

3) Craft Products _____ %

Full description of all products:

Are your crafts made from local/agricultural/natural products? (ie wood, clay, wax). Yes _____ No _____

Please describe what your products are made of:

4) Body Works _____ %

Full description of what you plan to offer at the market: (Note – this booth is for part-time vendors only. Please indicate your date choice above).

SECTION 3- Market Contract (ALL vendors must sign)

Business Name _____

I hereby apply to become a vendor at the LEBANON FARMERS' MARKET for the main market season 2017.

As a vendor of the LEBANON FARMERS' MARKET, I agree that prior to offering any products for sale at the market, I am/will become familiar with the Market Rules (found at <http://lebanonfarmersmarket.org/vending.htm>) and agree to comply with the provisions of these documents. Each vendor is responsible for any licensing or certification required for your products that are sold.

I further agree to pay the market both the annual application fee and all space rental fees as required.

I understand that individual product liability insurance is my responsibility. I do hereby release the LEBANON FARMERS' MARKET, the market coordinator, and the City of Lebanon from liability due to my product(s).

Signature

Date

Print name signed above

Make checks payable to: CITY OF LEBANON

**SEND TO: Lebanon Farmers' Market
c/o Lebanon Recreation & Parks Department
51 North Park Street
Lebanon, NH 03766**