



2018 Vendor Application

Please provide the following information about your business:

Business Name

Owner Name

Street Address

City, State, Zip

Primary Contact Person

Business Phone **Cellular**

E-mail (valid email that is checked daily as this will be the main form of communication)

Website

Are you interested in assisting the Market Committee with different Market events?

Vendor Name

<p><u>Vendor Category (check all that apply)</u></p> <p><input type="checkbox"/> Fruits/Vegetables, <input type="checkbox"/> Meat/Fish, <input type="checkbox"/> Plants/Flowers, <input type="checkbox"/> Baked Goods, <input type="checkbox"/> Dairy, <input type="checkbox"/> Crafts, <input type="checkbox"/> Prepared Food, <input type="checkbox"/> Specialty/Gourmet, <input type="checkbox"/> Other (specify)</p> <hr/>



Vendor Application

Check one that applies to your business or organization

Local grower/producer

Business

Non-profit organization (no charge if the organization is not selling goods or services)

Check one

Full Season Vendor (26 weeks)

Half Season Vendor (13 weeks)

1st&3rd 2nd&4th

May-July Aug-Oct

Single Day Vendor

Specify dates _____

Please specify what type of payment you accept. _____

ALL FEES ARE CALCULATED ON ONE 10x10 SPACE. EACH ADDITIONAL SPACE IS \$10.00/ SEASON. ALL APPLICATIONS MUST BE RECEIVED NO LATER THAN MARCH 16, 2018.

Early Bird Special for application discount-Application must be received by February 16, 2018.

Full Season-\$200.00 (calculates to \$7.69 per Monday)

Half Season-\$100.00 (calculates to \$7.69 per Monday)

Single Day Vendor (once a month)-\$15

Applications received after February 16th will increase to:

Full Season-\$260.00 (calculates to \$10.00 per Monday)

Half Season-\$130.00 (calculates to \$10.00 per Monday)

Single Day Vendor (once a month)-\$20

Indicate the number of additional spots needed. (\$10.00 per additional spot)



Vendor Application

Products to be sold and displayed at the market: Please list all products that you will bring for sale to the Market. Be specific, organic vegetables, free range eggs, beef from grass fed cows. All products must be approved by the committee.

Producers: Please list the location(s) where product(s) are made. Must be within a 60 mile radius of the market location.

Vendor/Business Information: Tell us about your business and what makes you different/unique. (i.e. Grass fed cows, natural, locally sourced, chemical free, etc.) This will assist in communicating with the public as to what the market has to offer.

License/Documents: All vendors must have their license and any documents supporting your claims, such as Organic, Grass Fed, Gluten Free, etc. at their stand. Vendors are required to provide with their application on of the following valid forms stating your business is a legal operating business:

- *license from the state in which the business is operating
- *Business tax ID
- *license from the Dept. of Ag .

The business insurance declaration page MUST accompany all applications in addition to one of the forms stated above. ALL FOOD vendors must include their license from the Dept. of Ag. as proof of a legal operating business.



Vendor Application

Location request: If you would like to request a specific location i.e. near shade, near playground etc., request will be considered based on the order in which the applications are received.

By signing this form, I am acknowledging that I have read and agree to the rules, terms and policies outlined in the Market Guidelines and Vendor Application.

Company Name Vendor Signature Date

Check list

- Completed Vendor Application
- Read and signature on 2018 Market Guidelines
- \$1,000,000 liability insurance including STCC Open Air Market as additionally insured and the declaration page
- Copy of business license, business tax ID, OR license from the Dept. of Ag. All food vendor must include their license from the Dept. of Ag.
- Signed copy of the Release and Hold Harmless document
- Payment to secure your market space. Please refer to page two of the application. Space will not be secured until full payment is received.

Please return application to:

Southampton Township Cumberland County Park & Rec.

56 Cleversburg Road

Shippensburg, PA 17257

OR

Email: stccopenairmarket@gmail.com

Checks should be made out to: Southampton Township Cumberland County Park & Rec

