

Downtown Fond du Lac Farmers Market 2018 Vendor Application

New Vendor Returning Vendor

Name: _____ E-mail(s): _____

Farm/Business Name: _____

Phone (indicate home or cell, etc.): _____

Website: _____ Facebook: _____

Provide up to three physical addresses for your business' primary point(s) of production. No P.O. Boxes, please.

Primary production location: _____ **Acreage Cultivated/Grazed** _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Second production location: _____ **Acreage Cultivated/Grazed** _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Third production location: _____ **Acreage Cultivated/Grazed** _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Circle any certifications that your business presently holds (or in 3-year transition):

- Certified Organic Food Alliance Certified
- Certified Naturally Grown Other certification
- Certified Biodynamic No certifications

Please submit copies of certifications and be sure to have them on site during market days.

Identify the types of products that you will sell at this market in 2018. Circle all that apply:

- Fruits & vegetables Plants & flowers
- Meat & seafood Value-added*
- Dairy Prepared food**
- Eggs Crafts/art/services
- Nuts & legumes

* Value-added refers to products with two characteristics:
The farmers make the foods from raw ingredients and primarily from ingredients that they plant, grow or care for, and harvest.
They process the foods through baking, cooking, canning, drying, fermenting, preserving, or spinning techniques (honey, maple syrup, baked goods, jams, dried fruit, viticulture, pickles, wool yarn, etc.).

** Prepared food refers to products that agriculture or non-agriculture businesses make from ingredients that they primarily purchase.
They made the food at the market for immediate consumption (sandwiches, brewed coffee, etc.).

Circle any licenses & permits you hold, indicate license number, and submit copies with your application:

- Temporary food stand license _____ Commercial Feed License _____
- Mobile retail food establishment license _____ Wisconsin Sellers Permit _____
- Meat Plant License _____ Other; Please list: _____
- Food processing plant license _____

Do you use a scale to sell your products? Yes No Not Applicable

Is some or all of your product EBT-eligible? Yes No

I understand I must accept Credit/Debit tokens and, if applicable, EBT Tokens: Yes

Do you accept or plan to accept Farmers Market Nutrition Program checks from WIC? Yes No Not Applicable

Office Use
Application Received _____ Application Entered _____
Invoice Date _____ Payment Received Date _____

Application Complete _____

Your Vending Space

Please list all individuals who may be selling at your stand: _____

WEDNESDAY VENDING No Wednesday Vending Space

June 6-September 26, 2018; 11 a.m. – 3 p.m., Main Street Plaza

Full-Season (\$40 per space) Week-by-Week (\$10 per space per day)

Number of 10x10 spaces: _____

Please list any location requests. Spaces are not guaranteed: _____

SATURDAY VENDING No Saturday Vending Space

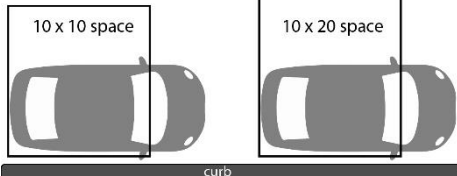
May 12 - October 27, 2018; 8 a.m. – 12 p.m., Main Street

- | | |
|--|---|
| <input type="checkbox"/> Full-Season
Vendor must attend at least 12 dates to qualify for this price point
\$100 per 10x10 space
\$150 per 10x20 space | <input type="checkbox"/> Week-by-Week
Vendor may request any number of dates, but space assignment will vary based on availability.
\$20 per week per 10x10 space
10x20 spaces may not be reserved on a week-by-week basis |
| <input type="checkbox"/> Early Season (May & June only)
\$75 per 10x10 space
\$105 per 10x20 space | <input type="checkbox"/> Late Season (September & October only)
excludes September 8
\$75 per 10x10 space.
10x20 spaces are not guaranteed during this time of year. |

Size of space requested: 10x10 10x20 Number of spaces: _____

Vehicle included for scale.

Vehicles on street require at least two spaces.



Note: Vehicles in 10x10 spaces must fit inside vending area and be part of vending display. In most cases, vehicles will require the purchase of at least two vending spaces.

Please list any location requests. Spaces are not guaranteed: _____

Electrical Access

A limited number of outlets are available for those requiring electrical access.

Reserve one 15-AMP outlet for \$50 (full season) or \$10 per week:

Yes No

TOTAL VENDING COST FOR 2018 MARKET SEASON: _____

Week-by-week vendors – indicate dates you plan to be at the market here:

Any additional notes for market staff here:

There is no Farmers market on September 8. Market vendors may participate in Fondue Fest that day by submitting a separate application and fee (fee is reduced for full-season vendors). Fondue Fest runs from 9-5 and vendors must stay the entire day. If you plan to vend at Fondue Fest, please indicate here to receive additional information: Yes No

In Case of Emergency:

In the event that emergency services are called on your behalf, who would you like us to notify?

Emergency Contact: _____ Phone: _____

Mailing Address

If your mailing address is different than the production addresses listed on page one, please provide it here:

Street Address: _____

City: _____ State: _____ Zip Code: _____

A Note on Vendor Insurance

While vendor insurance is not required, it is strongly encouraged. We work with the Wisconsin Farmers Market Association to provide access to a low-cost insurance option: <https://secure13.bizsiteservice.com/wifma-vendor-application>

Signature

Vendor agrees to indemnify & hold harmless the Downtown Fond du Lac Partnership, its employees, volunteers & sponsors, from any and all causes of action which may arise from the operation of this Farmers Market, not caused by negligence of the Downtown Fond du Lac Partnership, its employees, volunteers and sponsors. I grant permission for the Downtown Fond du Lac Partnership to use any photos, videotape, etc. taken of my products or me in any and all publicity and advertising promoting the Market. By submitting this application, I acknowledge that the Rules & Regulations have been read and understood, and I will abide by the terms as presented.

Signed _____ Date: _____

Print Name _____

Send to:

Downtown Fond du Lac Partnership
131 S. Main Street, Suite 101
Fond du Lac, WI 54935

Please call with further questions:
(920) 322-2006
info@downtownfdl.com

Deadline for inclusion in first wave of map placement is April 7, 2018. Applications continue to be accepted all season.

Application Checklist:

(Your application is not complete until all of these items are on file with the Downtown Fond du Lac Partnership.)

- This application
- Wisconsin Form S-240 (Section C only)
- Product Checklist
- Copies of relevant licenses, permits, or certificates
- Payment

Wisconsin Temporary Event Operator and Seller Information

Information on this form is required under sec. 73.03(38), Wis. Stats.

Instructions on reverse side.

E V E N T O P E R A T O R	<p>PART A: Event Information: To be completed by the operator of the temporary event</p> <p>1. Name of Temporary Event <u>Downtown Fond du Lac Farmers Market</u></p> <p>2. Date(s) of Temporary Event <u>May 12-October 27 and/or June 6-September 26, 2018</u></p> <p>3. Location of Temporary Event (e.g., Venue, City) <u>Main Street, Fond du Lac, WI 54935</u></p> <p>PART B: Operator Information: To be completed by the operator of the temporary event</p> <p>1. Name and Address <u>Downtown Fond du Lac Partnership</u> <u>131 S. Main St., Suite 101 Fond du Lac, WI 54935</u></p> <p>2. Daytime Telephone Number (<u>920</u>) <u>322-2006</u></p> <p>3. Email Address <u>info@downtownfdl.com</u></p> <p>4. Wisconsin Tax Account Number <u> - - </u> If blank, check appropriate box: <input type="checkbox"/> No Taxable Sales <input type="checkbox"/> Exempt under Occasional Sales Rule <input type="checkbox"/> Exempt Nonprofit Organization <input type="checkbox"/> Other – Explain: _____</p>
S E L L E R	<p>PART C: Seller Information: To be completed by seller and given to event operator on or before the first day of event.</p> <p style="text-align: center; border: 1px solid black; padding: 2px;">THIS IS NOT AN APPLICATION FOR A WISCONSIN TAX ACCOUNT – SEE INSTRUCTIONS</p> <p>1. Legal Name _____</p> <p>2. Business Name _____</p> <p>3. Address (Street or Route) _____</p> <p>4. City, State and Zip Code _____</p> <p>5. Home Telephone Number () _____ Business Telephone Number () _____</p> <p>6. Wisconsin Tax Account Number <u> - - </u></p> <p>7. Social Security Number <u>X X X - X X - </u></p> <p>8. Federal Identification Number (FEIN) <u>X X - X X X </u></p> <p>9. Check one box indicating the type of activity you intend to engage in at this event: <input type="checkbox"/> Selling Taxable Merchandise or Service <input type="checkbox"/> Display Only <input type="checkbox"/> Selling Exempt Merchandise or Service <input type="checkbox"/> Exempt under Occasional Sales Rule <input type="checkbox"/> Direct Sellers, Company Name _____ <input type="checkbox"/> Nonprofit Organization</p>

I declare that the information on this form is true and correct to the best of my knowledge and belief and that I am authorized to sign this form.

Print Name: _____

Signature: _____ Date: _____

Information about temporary events, including forms, instructions and Common Questions can be found on the Department of Revenue’s website at revenue.wi.gov/html/temevent.html. If you have additional questions, please contact the Department of Revenue by email at DORBusinessTax@revenue.wi.gov or telephone at (608) 266-2776. See reverse side for submission instructions.

**** Do not email event reports to maintain confidentiality of seller information ****

Downtown Fond du Lac Farmers Market 2018 Product Listing

Vendor Business Name (as listed on S-240): _____

Please check any products you grow at this garden location and plan to bring the market:
(All products on this list are EBT & WIC eligible.)

Fruits

- Apples
- Apricots
- Apriums
- Asian Pears
- Blackberries
- Blueberries
- Boysenberries
- Canary Melons
- Cantaloupes
- Cherimoyas
- Cherries
- Currants
- Dates
- Feijoas
- Figs
- Grapefruit
- Grapes
- Honeydew Melons
- Jujubes
- Mulberries
- PawPaws
- Peaches
- Pears
- Plums
- Quince
- Raspberries
- Strawberries
- Tayberries
- Watermelon
- Wineberries

Vegetables

- Artichokes
- Arugula
- Asparagus
- Beans, Green
- Beans, Dry
- Beets
- Beet Greens
- Bitter Melon
- Bok Choy
- Broccoli
- Broccoli Rabe
- Brussels Sprouts
- Cabbage
- Cardoons
- Carrots
- Cauliflower
- Celeriac
- Celery
- Chard
- Chicory
- Chipilin
- Collards
- Corn, Sweet
- Cress
- Cucumbers
- Dandelion Greens
- Eggplant
- Fava Beans
- Fennel
- Garlic Bulb
- Garlic Scapes
- Herbs, Fresh
- Hierbamora
- Horseradish
- Jicama

- Kale
- Kohlrabi
- Lambs Quarters
- Leeks
- Lettuce
- Lima Beans
- Mushrooms
- Mustard Greens
- Okra
- Onions
- Parsnips
- Peas
- Peppers, Hot
- Peppers, (sweet)
- Potatoes
- Pumpkins
- Purslane
- Radishes
- Rhubarb
- Rutabagas
- Salsify
- Scallions
- Shallots
- Spinach
- Sprouts
- Squash, Summer
- Squash, Winter
- Sunchokes
- Sweet Potatoes
- Sweet Potato Greens
- Tomatillos
- Tomatoes
- Turnips
- Turnip Greens
- Yacon

Value-Added Products (All eligible for EBT; not eligible for WIC.)

"Valued-Added Product" refers to products with two characteristics: (1) The farmers make the foods from raw ingredients and primarily, from ingredients that they plant, grow or care for, and harvest OR (2) they process the foods through baking, cooking, canning, drying, fermenting, preserving, or spinning techniques (e.g., baked goods, cheese, jams, dried fruit, viticulture, pickles, wool yarn, etc.).

- Bread
- Jam/Jellies
- Cereals
- Muffins
- Crackers
- Pastries
- Preserved/Fermented Vegetables
- Pet Treats (requires Commercial Feed License)

Other (please list):

Individuals who sell baked items, repackaged foods, and dried or frozen foods, etc. and wish to do so without a license must contact the market staff for a one-on-one consultation regarding market requirements.

Office Use

Received Date _____/_____/_____

Farm Visit Date _____/_____/_____

Meat and/or Seafood.

- Beef, All Cuts
- Beef, Ground
- Chicken, Whole & Cuts
- Chicken, Ground
- Duck, Whole & Cuts
- Goat, All Cuts
- Goat, Ground
- Lamb, All Cuts
- Lamb, Ground
- Pork, All Cuts
- Pork, Ground & Sausage
- Tofu or Meat Substitute
- Turkey, Whole & Cuts
- Turkey, Ground

Other (please list):

Dairy

- Cheese, Cow
- Cheese, Goat
- Cheese, Sheep
- Kefir Milk
- Yogurt

Other (please list):

Fresh Eggs

- Eggs, Chicken
- Eggs, Duck & Quail

Other (please list):

Plants, Compost & Flowers (Bedding plants are eligible for EBT; not eligible for WIC. House plants & cut flowers are *not* eligible EBT or WIC)

"Plants & Flowers" refers to bedding or house plants and cut flowers.

- Cut flowers
- Compost
- House plants
- Flower seedlings
- Potted flowers/Hanging baskets
- Herb seeds
- Herb seedlings
- Fruit Trees/Shrubs
- Vegetable Seeds
- Vegetable Seedlings

Other (please list):

Ready-to-Eat

"Ready-to-Eat Food" refers to products that agriculture or non-agriculture businesses make from ingredients that they primarily purchase. The food is made at the market for immediate consumption.

Please list:

Art/Crafts

"Crafts" refers to products that are made by the vendor themselves. Direct sale and items for resale are not accepted.

Please list:

Office Use
 Received Date _____/_____/_____
 Farm Visit Date _____/_____/_____