

Janesville Farmers Market, Inc.

Saturdays, 8:00 AM to 1:00 PM, May 7th, through October 29th, 2011

Located on Main Street between Milwaukee and Wall Streets in Downtown Janesville



March 11, 2011

2011 FARM VENDOR APPLICATION

Please type or print clearly.

Please submit fees with application. Checks should be made out to "Janesville Farmers Market, Inc." For the purpose of this document, Janesville Farmers Market, Inc. herein is referred to JFM

1. Contact Information:

Name of Vendor: _____

Name of Business/Organization: _____

Mailing Address: _____

City: _____ State: _____ ZIP Code: _____

Business Address (if different) _____

City: _____ State: _____ ZIP Code: _____

Primary Phone: (____) _____ Secondary Phone: (____) _____ Fax (____) _____

Email: _____ *(Information will be sent by e-mail unless otherwise requested.)*

English speaking contact, if necessary: Name _____ Phone _____

Vendor Alternate Representative(s): *Must be family member or participant in production of products sold.*

Name	Relationship to Vendor/Business
1. _____	_____
2. _____	_____
3. _____	_____

Use back of sheet if more space is needed

Type of Application:

- A. Seasonal: 26 weeks, 5/7/2011-10/29/2011: **\$150**
Stall # Preference (list three stall options): _____, _____, _____
- B. Partial Seasonal.
_____ Option 1: 16 weeks, 6/4/2011 - 9/17/2011 **\$100**
_____ Option 2: 8 weeks, 9/10/2011 - 10/29/2011 **\$50**
Stall # Preference (please list three stall options): _____, _____, _____
- C. Daily, **\$15**. Date(s) you intend to vend (not binding): _____

Application materials include: Vendor Application ***Product Checklist** *Copies of business and automobile proofs of insurance (available from vendor's insurance agent) if applicable, *Copies of valid Wisconsin Sellers Permit *Nursery License *Nursery Inspection Certificate *Food Licenses *WIC/Senior Voucher Certification
Include any other regulatory requirements needed for the sale of product at this site.

Please submit complete application materials to:

Janesville Farmers Market, Inc.
PO Box 143 Janesville, WI 53547-0143
board@janesvillefarmersmarket.com

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2. Product Information

Size of growing area, if applicable: (please state approximate size in acres _____) Acres

Location, size, and number of greenhouses _____

Location of land or production facility: Address _____

Section _____ Town of _____ County _____

Signature(s) of landowner(s) required to allow JFM inspection of production facility. Permission can be documented by (a) submitting a written agreement with the landowner, specifying access for inspection or (b) the signature of the landowner (s) below.

I agree to allow access to JFM manager or representative to conduct inspections of rented production areas.

Land/Facility Owner Signature _____ Date _____

3. License, Permit, Labeling and Permission Information

Provide copies of licenses and permits issued by regulatory agencies as required for your product(s).

It is the responsibility of the vendor to obtain and provide to the Market Manager copies of all licenses and permits required for the sale of vendor's products at the JFM along with this application.

License and permit requirements (if needed) may include, but not limited to: nursery (if selling perennials); processing; safe handling of potentially hazardous food; electricity; sales tax; and certified scale.

Potentially hazardous foods need extra care in handling, as required by State and Local regulations. Examples include: meat, poultry, fish, baked goods with high-moisture vegetables, eggs, ice cream, custards, cheese, and other defined items.

Liability Insurance – Vendor is responsible for their own personal and product liability insurance. Insurance is encouraged for all vendors. Insurance is **required** for vendors selling potentially hazardous foods.

Labeling – Vendors are responsible for meeting all labeling requirements.

Vendors will provide copy of automobile insurance.

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4. 2011 Product Checklist

Please check the items you intend to sell at the JFM. This inventory will assist us in promoting and building the market.

Product Description	Product Description	Product Description	Product Description
Fruit	Vegetables	Processed Goods	Misc
Apples	Asparagus	Baked Goods	Basil
Apricots	Beans	Candy	Bedding Plants - license required if perennial
Blackberries	Beets	Canned Sauces	Corn - ornamental
Blueberries	Broccoli	Cheese	Corn - popcorn
Cantaloupe	Brussel Sprouts	Cider - Juice	Cut Flowers – Required – Attach a list of varieties
Cherries	Cabbage	Herbal Vinegars	Dried Flowers
Cranberries	Carrots	Herbal oils	Eggs
Currants	Cauliflower	Jams/Jellies	Herbs – Fresh cut
Elderberries	Corn, sweet	Pasta	Herb plants - license required if perennial
Grapes	Cucumbers	Pesto	Honey
Melons	Eggplant	Pickles/Relishes	Houseplants - license required if perennial
Pears	Garlic	Other:	Maple Syrup
Plums	Onions	Other:	Molasses
Raspberries	Gourds	Other:	Nursery Stock – license required
Strawberries	Green Onions	Other:	Nuts
Other:	Kohlrabi	Other:	Perennials/wildlings – license required
Other:	Leeks		Rosemary
Other:	Lettuce	Meat	Sage
Other:	Mushrooms	Beef	Sorghum
Other:	Onions	Bison	Syrup
	Oregano	Chicken	Thyme
	Parsley	Duck	Wild gathered items – Attach location/permission
	Parsnips	Emu	Other:
	Peas	Fish	Other:
	Peppers	Goose	Other:
	Potatoes	Lamb	Other:
	Pumpkins	Ostrich	Other:
	Radishes	Pork	
	Rhubarb	Rabbit	
	Rutabagas	Seafood	
	Shallots	Venison	Animal product other than meat – please list
	Soybeans - edible	Other:	Other:
	Spinach	Other:	Other:
	Squash, summer	Other:	Other:
	Squash, winter	Other:	Other:
	Swiss Chard	Other:	Other:
	Tomatoes		
	Turnips		
	Other:		
	Other:		

If the owner of the land or production facility is not the same as listed on contact information, provide the name and address of owner here. _____

If someone else processes your product, provide name and location: _____

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5. Agreement

I have read the rules, regulations and policies as described for the JFM and hereby agree to abide by them. Further, I agree to sell at the JFM only such items as those listed above. I also acknowledge these products must be of my own production and produced at the location described on my application, with exception of JFM policies/procedures section A paragraph C.

I agree that the JFM has authority to immediately settle any disputes regarding product legitimacy, procedural and vendor conduct rule violations subject to appeal under the procedures set forth in the market rules.

I agree to allow for inspection of my records and of the premises where the products offered for sale are produced. The JFM and/or representatives of the market will carry out these inspections at any time. Failure to allow an inspection will constitute a violation of market policies.

I understand that the JFM does not carry any insurance policies to cover individual participants and that I may be required to carry such insurance.

Vendor Signature _____ Date _____

I acknowledge I am responsible for the products I offer for sale; the employees, volunteers and others who assist me; and the planning, materials, setup, operation and tear down of my vendor stand and the product display. I agree to hold the JFM, Inc. and/or the City of Janesville harmless from any claims, liabilities, costs and expenses incurred because of any personal injury or property damage resulting from or caused by my products, any components of my vendor stand, or the employees, volunteers and contractors who help me operate my stand and I agree to indemnify the JFM, Inc. and/or the City of Janesville for any claims, liabilities or costs, including attorney fees and other legal costs, it incurs related to such personal injury or property damage.

Vendors Signature _____ Date _____

Include Vendor Fee with application

**Janesville Farmers Market, Inc.
PO Box 143 Janesville, WI 53547-0143**