



JFM Winter Farmers Market
10am-1pm See Dates Below
Uptown Janesville (formally the Janesville Mall)
2500 Milton Avenue

Winter Market Vendor Application

Please type or print clearly.

For the purpose of this document, Janesville Farmers Market, Inc. herein is referred to as JFM.

The Vendor Fee for this market is **\$20** for one **10x8 space**. If you wish to vend all 12 markets you will receive a discounted rate of **\$200**. Please submit fees with application. Checks should be made out to "Janesville Farmers Market, Inc."

Contact Information:

Vendor Name: _____

Name of Business/Organization: _____

of 10x8 spaces needed: _____

Dates you wish to vend: **ALL**

Nov. 6 Nov. 20 Dec. 4 Dec. 18 Jan. 1 Jan. 15

Feb. 5 Feb. 19 Mar. 5 Mar. 19 Apr. 2 Apr. 16

Mailing Address: _____

City: _____ State: _____ ZIP Code: _____

Business Address (if different) _____ City: _____

State: _____ ZIP Code: _____ Primary Phone: (____) _____

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

English speaking contact, if necessary: Name _____ Phone _____

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

Name Relationship to Vendor/Business

Product List and Descriptions - use back of sheet if more space is needed. :

Farm Products (Must be grown/raised by applicant.)

Craft Products (Description of art/craft and the process by which it is made. See guidelines below.)

Prepared Foods (See Below.)

Any baked goods not made in a commercial kitchen must follow the WI Cottage Foods, guidelines.

***WI Cottage Food**

-Vendor must follow the best practices listed on the below website.

-Labeling is required and must follow the current pickle bill labeling requirements.

- 1) The statement that “This product was made in a private home not subject to state licensing or inspection.”
- 2) A list of ingredients in descending order of prominence, including any allergens. The eight most common allergens are milk, eggs, fish, crustacean shellfish, tree nuts, wheat, peanuts, or soybeans.
- 3) The date the baked good was made.
- 4) Your name/business name and contact information.

-A full list of products must also be attached to this application, this list will be shared with the Rock County Health Department for review.

-Product Liability Insurance is required of all vendors following WI Cottage Foods. A copy of your policy

must be attached to your application.

-JFM reserves the right to add additional requirements at any time.

-Potentially Hazardous Foods are not allowed from home bakers.

<https://www.wisconsincottagedfood.com/bestpractices>

Application materials include: Vendor Application *Hold Harmless Form Where applicable: *Copies of business proof of insurance, if applicable. *Copy of valid Wisconsin Sellers Permit, if applicable, *Nursery License, *Nursery Inspection Certificate *Food Licenses

Please submit complete application materials to:

Janesville Farmers Market, Inc. PO Box 8252 Janesville, WI 53547-8252 (608) 289-9292,

manager@janesvillefarmersmarket.com

Hold Harmless Form

The undersigned hereby represents that he/she is the Applicant or the Officer or other Authorized Agent of the Applicant named herein and that he/she is over 18 years of age.

The undersigned further acknowledges that he/she had read and is familiar with the Janesville Farmers Market Policies, Procedures and Rules and recognizes and agrees by his/her signature here to that the issuance of any permit is expressly Conditioned upon Applicant's acceptance and continuing compliance at all times with said Policies, Procedures and Rules.

Applicant on behalf of him/herself and his/her heirs, successors and assigns, hereby releases fully and forever, and discharges the City of Janesville, Uptown Janesville, Janesville Farmers Market Inc., and each and every of the perspective officials, officers, employees and agents from any and all claims, actions, cause of action, damages, costs and/or expenses of any kind or nature, including attorney's fees, however caused and incurred by the applicant, arising from or in any way connected with the issuance of permission to Applicant to be a vendor at the Market and the resulting operation of Applicant's business at said Market.

Applicant hereby agrees to indemnify and hold harmless the City of Janesville, Uptown Janesville, Janesville Farmers Market Inc., and each and every of their respective officials, officers, employees, and agents from and against any and all claims, actions, causes of action, damages, costs and/or other expenses of any kind or nature, including attorney's fee, arising from or in any way connected with the Applicant's use of public space, operation of Applicant's business and the use of the same by Applicant's agents, members, partners, associates, contractors, servants, employees, invitees and licensees.

The undersigned declares under penalties and perjury that the factual information furnished by him/her in Applicant's Application is true, accurate and complete to the best of his/her knowledge.

Applicants shall be responsible for compliance with all laws, rules, regulations and ordinances governing the sale of all goods at the Janesville Farmers Market.

The Janesville Farmers Market Board of Directors reserves the right to terminate the Market Contract of any or all Vendors at any time without cause and without reimbursement of fees paid.

Date: _____

Applicant: _____

By: _____

Address: _____

Telephone: _____

2021-2022 Winter Market Rules
Location: Uptown Janesville

-All vendors will be required to have their booths setup by 10am and remain set up until 1pm. Setup will start at 8am.

-All vendors must unload through mall corridors and then move their vehicles to the back of the parking lot. (corridor map will be provided by market manager)

-No kids at your booth unless they are participating in selling and well behaved.

-Vendors should not do anything to disturb the mall businesses.

-Vendors should not place any signage outside of their designated booth area. Vendors should not conduct any sales or soliciting outside of their designated booth.

-Vendors are required to ensure their booths/belongings are secure during the event. Please do not leave valuables, the mall and the Janesville Farmers Market will not be responsible for lost or stolen items.

-You are responsible for disposing of your trash and recyclables. Do not fill the mall trash/ waste containers with cardboard boxes and other display trash, please use the dumpsters located in the service court areas.

-Cords shall not cross pedestrian aisles. Please note duck tape is not allowed as the residue is difficult to remove from the flooring.

-Uptown Janesville will have the final say on placement of all displays. Do not attach signs or other materials to pillars, rails, directories or other center properties.

-Dress code: In good taste- shirts and shoes required.

-No alcoholic beverages on center premises at any time.

Vendor Signature:

Date: