



# VENDOR APPLICATION

Saturdays | June 1–October 19 | 9:00 AM–1:00 PM | Drexel Town Square

Application deadline is **February 15, 2019**. You will be contacted the week of February 18, 2019.

## VENDOR CONTACT

Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Website \_\_\_\_\_

Social Media: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Address where produce is grown (if more than one, list all):

\_\_\_\_\_  
\_\_\_\_\_

Address of commercial kitchen (prepared vendors):

\_\_\_\_\_  
\_\_\_\_\_

**Please note:** It is important we have an email address for you and your on-site business partners/employees. Most communication is done via email.

**PRODUCTS**

All products sold at the Oak Creek Farmers Market need to be homemade, handmade, or homegrown. List all products you would like to sell. The OCFM committee will review and approve all items on this list. **Note: If you decide to sell products not on your application, the market reserves the right to have you pull that item at market.**

Please print clearly

_____	_____	_____
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I will be using locally sourced produce that I have not grown myself

Name and address of farm: \_\_\_\_\_

Product: \_\_\_\_\_

**2019 VENDOR FEES**

2019 Oak Creek Farmers Market is based according to the following fee structure (per 10x10 stall space).

LICENSE TYPE	FULL SEASON (20 WEEKS) JUNE 1-OCTOBER 19	HALF SEASON (10 WEEKS) JUNE 1-AUGUST 10	HALF SEASON (10 WEEKS) AUGUST 17-OCTOBER 19
<input type="checkbox"/> Food, No Processing	<input type="checkbox"/> \$240	<input type="checkbox"/> \$120	<input type="checkbox"/> \$120
<input type="checkbox"/> Food, Processing	<input type="checkbox"/> \$280	<input type="checkbox"/> \$140	<input type="checkbox"/> \$140

No market July 13

I am interested in \_\_\_\_\_ (number) stalls for 2019.

## RETURNING 2018 VENDOR

Vendors are not automatically accepted to market and will be reviewed by committee. Returning vendors who had contracts prior to January 15, 2018 are eligible for a waived fee for 2019.

The Oak Creek Farmers Market Committee approves each vendor. If you are accepted, you will receive an invoice from the City of Oak Creek.

There is typically no electrical access for vendors; however, there may be limited sites available for the 2019 season. A request would have to be made to the Farmers Market Committee; upon approval, a seasonal usage fee may apply.

Special stall requests: \_\_\_\_\_

*Parking near your stall is limited and will be considered when creating final layout.*

Oak Creek Farmers Market will be participating in the SNAP program in 2019.

Please provide permit numbers if interested in participating

SNAP: \_\_\_\_\_ WIC: \_\_\_\_\_ Other: \_\_\_\_\_

Do you use a scale? \_\_\_\_\_ If yes, has it been sealed through a municipality? \_\_\_\_\_

## VENDOR COMMITMENT:

- Vendors must adhere to the Wisconsin Local Food Marketing Guide ([visitoakcreek.com/marketguide](http://visitoakcreek.com/marketguide)).
- Vendors selling non-food items may need a Wisconsin Seller's permit.
- All food vendors will need to fill out a Temporary Application for Inspection (inspection fee may apply).
- All vendors are subject to approval by the Oak Creek Tourism Commission and Oak Creek Health Department.

I understand that selling must be done under the proper state and local licensing and that procurement of such licenses is my responsibility.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## REQUIRED DOCUMENTS TO BE INCLUDED WITH THE APPLICATION (IF APPLICABLE)

- Processing License
- Retail License
- Wisconsin Seller's Permit
- Certificate of Insurance
- Organic Certification

## PLEASE RETURN APPLICATIONS TO:

Oak Creek Farmers Market  
8040 S. 6th St. Oak Creek, WI 53154

*Do not send payment. After being approved, you will receive an invoice from the City of Oak Creek.*

## FOR OFFICE USE

Date received: \_\_\_\_\_ Included with application: \_\_\_\_\_

Data entered: \_\_\_\_\_