



2011 ARTIST VENDOR APPLICATION

**Ketchum Market – Tuesdays, June 14th – Oct. 11th
2:30-6:30PM**

**Halley Market – Thursdays, June 16th – Oct. 13th
2:30-6:00PM**

Artist Business Name

Name: _____

Address: _____

Phone: _____ **Cell:** _____

Email: _____

Permanent Sales Tax #: _____ **or Temporary/Yearly #:** _____

Please sign up for any of the following dates and note dates are listed by **K** for Ketchum and **H** for Hailey dates. Deadline is open but encouraged by May 1, to get artists assigned dates. It will be on a first come first served basis. **You are required to attend at least one market in June or one in September/October.** If you do not meet this requirement your application will not be considered. There are 18 weeks in the season and we would like to ensure we have a full market from start to finish.

◇ June 14 K	◇ July 12 K	◇ August 9 K	◇ Sept. 6 K	◇ Oct. 4 K
◇ June 16 H	◇ July 14 H	◇ August 11 H	◇ Sept. 8 H	◇ Oct. 6 H
◇ June 21 K	◇ July 19 K	◇ August 16 K	◇ Sept. 13 K	◇ Oct. 11 K
◇ June 23 H	◇ July 21 H	◇ August 18 H	◇ Sept. 15 H	◇ Oct. 13 H
◇ June 28 K	◇ July 26 K	◇ August 23 K	◇ Sept. 20 K	
◇ June 30 H	◇ July 28 H	◇ August 25 H	◇ Sept. 22 H	
◇ July 5 K	◇ August 2 K	◇ August 30 K	◇ Sept. 27 K	
◇ July 7 H	◇ August 4 H	◇ Sept. 1 H	◇ Sept. 29 H	

Standard Booth space is for 10X10 Canopy

Umbrella space is for 8X8 umbrella

* YOU MUST INCLUDE A COPY OF YOUR SALES TAX PERMIT WITH YOUR APPLICATION.

Each vendor must pay their Association Fees, Booth Fees, and 5% commission on goods sold. Co-op vendors are individually responsible for Association fees and collectively responsible for paying Booth Space rent and commissions.

Association Fees Due (\$20.00/Business)	_____
Hailey Booth Space (\$25.00 annually)	_____
Double Space Request (\$50.00 annually)	_____
Ketchum Booth (\$25.00 annually)	_____
Double Space Request (\$50.00 annually)	_____
Total Fees Due:	_____

NEW APPLICANTS: DO NOT SEND MONEY AT THIS TIME, FEES WILL BE COLLECTED ONCE YOU HAVE BEEN NOTIFIED OF YOUR ACCEPTANCE TO THE MARKET!!!

WRFMA c/o Carol Rast, PO Box 216, Fairfield, ID 83327

Please complete all the information and return to the market secretary/treasurer at the above address. Your application will be reviewed by the WRFMA board and you will be notified regarding your acceptance to the markets ASAP once all materials are received. Once notified you must send all fees to the Market Secretary prior to the start of the season.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED (4 pages)

I have read and understand the Wood River Farmers' Market Association Rules and bylaws and agree to abide by these rules while participating in the Ketchum and/or Hailey Farmers' Market and all WRFMA events and activities.

Initial

All Artists are responsible to pay the vendor slip handed out near the close of each market. You are required to pay 5% of your weekly earnings (from your net sales after determining sales tax) back to the Farmers' Market. The Market Manager will collect these fees weekly.

I CERTIFY THAT THE INFORMATION IN THE ABOVE APPLICATION IS TO THE BEST OF MY KNOWLEDGE TRUE AND ACCURATE, AND THAT I AM THE LEGAL REPRESENTATIVE OF THE ABOVE NAMED BUSINESS.

Signed: _____ **Dated:** _____

Got questions? call Carol Rast Secretary (764-2332) or Kaz Thea Market Manager 720-7805

Selection Criteria and Process

Each individual artisan will be reviewed and selected by a committee based on the following criteria:

1. Offers high-quality, authentic merchandise which appeals to the Farmers' Market audience.
2. Goods are handcrafted, hard to find, unique and unusual items that are not widely commercially available.
3. No imports, resale, or commercial items are to be displayed and sold at the market.
4. Vendors must live within a 100-mile radius (as the crow flies) of Hailey and/or Ketchum.

In addition, we seek to provide a variety of items in terms of price point, selection, style and materials used. Therefore, even vendors who meet the criteria noted above might not be chosen because other vendors offer similar style or wares. In the spirit of creating diversity of goods, the Farmers' Market board reserves the right to deny participation or may try to find other dates than ones supplied on this application to create that diversity each week.

Artists – List and Describe Items For Sale:

Provide Photos of Your Work:

As part of the process, please include photos of your art/craft with your application. These photos will accurately represent the type and variety of items you wish to display and sell. Please limit photos to 3. Since we promote you in our online newsletter, provide email/digital photos as well that can be used in the newsletter. Email to: wrfarmersmarket@gmail.com

Hailey Sales Tax:

All sales will be transacted directly between the artist and the buyer. Artists must collect 6% sales tax on each sale. Artists are responsible for reporting their taxable income to the State of Idaho. To apply for a permanent or temporary Idaho Seller's Permit Number, please call the Idaho State Tax Commission at 208-334-7660. It is a quick and easy process and doesn't cost you anything.

Ketchum Sales Tax:

All sales will be transacted directly between the artist and the buyer. Artists must collect 7% sales tax on each sale (6% State and 1% City of Ketchum). Artists are responsible for reporting their taxable income to the State of Idaho. Artists will be

responsible to report and pay the 1% Ketchum sales tax to the Farmers' Market Manager (along with the 5% of net sales) as properly filled out on the weekly vendor slips. Please have vendor slips and money from previous weekly ready for manager as he/she hands out current weeks slips. To apply for a permanent or temporary Idaho Seller's Permit Number, please call the Idaho State Tax Commission at 208-334-7660. It is a quick and easy process and doesn't cost you anything.

Bio:

Please include a short bio with your application. Tell us where you are from, what inspired you, what you enjoy doing, and anything else you wish to include that pertains to you and your art. Don't forget our newsletter will include a short bio about you when we profile you as the artist that week. A bio and Photo of your work is required, we will not accept your application without it.

Entertainment:

Live music and other entertainment will be provided. The music is upbeat, but conducive to shopping and will fit the atmosphere of Farmers' Markets. To receive information about performing, entertainers are invited to call Kaz Thea at 720-7805 or email Kaz at wrfarmersmarket@gmail.com.

Children's Activity Booth:

As part of the market each week we offer a children's activity booth. If you would like to sponsor or help with the free children's activity, please contact us. All ideas are welcome and appreciated.