



2018 Visiting Vendor/ Part-time Vendor Application

**Ketchum Market – Tuesdays, June 19th – Oct. 9th
2:00-6:00PM**

**Hailey Market – Thursdays, June 21st– Sep 27nd
2:00-6:00PM**

Vendor Business Name: _____

Name(s): _____

Address: _____

Phone: _____ **Cell:** _____

Email: _____

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

Please mark the date(s) you would like to participate by checking the boxes below in the table. Dates listed by **K** for Ketchum and **H** for Hailey. We will make every attempt to meet your needs and the needs of the market based on availability.

◇ June 19 K	◇ July 24 K	◇ August 28 K	◇ October 2 K
◇ June 21 H	◇ July 26 H	◇ August 30 H	◇ October 9 K
◇ June 26 K	◇ July 31 K	◇ Sept. 4 K	
◇ June 28 H	◇ August 2 H	◇ Sept. 6 H	
◇ July 3 K	◇ August 7 K	◇ Sept. 11 K	
◇ July 5 H	◇ August 9 H	◇ Sept. 13 H	
◇ July 10 K	◇ August 14 K	◇ Sept. 18 K	
◇ July 12 H	◇ August 16 H	◇ Sept. 20 H	
◇ July 17 K	◇ August 21 K	◇ Sept. 25 K	
◇ July 19 H	◇ August 23 H	◇ Sept. 27 H	

Standard Booth 10X10 Canopy Umbrella Space 8X8

Each vendor must pay 6% commission on goods sold at the end of each market There is an additional 2% local tax in Ketchum for some products.

VENDOR FEES:

Visiting vendor or Association fees due (all applicants, yearly per business) \$20.00 .

If applying for over two visits please also include:

Ketchum booth space (\$25) _____

Hailey booth space (\$25) _____

total due: _____

Make checks payable to WRFMA

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. The WRFMA board will review your application and you will be notified regarding your acceptance to the markets ASAP once a complete application has been received. Once notified you must send all fees to the Market Secretary prior to the start of the season.

Checklist of items required with your application please check all that apply

Sellers Permit (permanent or temporary) call ID tax commission 208-736-3040

Insurance policy for vendors selling food items (\$1 million product liability w/ WRFMA listed)

Health Department Permit for vendors selling prepared food (exception baked goods)

Organic Certification

Initial

I hereby allow the Wood River Farmers' Market Association to capture and retain images and likeness of myself or any individual in my family. These still or motion images are the property of the Wood River Farmers' Market Association and may be replicated or reworked without further notification or consent.

Got questions? email Carol Rast, Secretary carol@wrfarmersmarket.org
market email is wrfarmersmarket@gmail.com
or call the market phone: (208)720-9929

Grower/Producer: *Certified Organic* Idaho Organic Certified #

Registered Organic Grower (\$5,000 Exemption provide copy w/ application).

"Natural" pesticide-free *Conventional methods* *Craft/Specialty Food*

Craft or Specialty Food Vendor

Please describe the type of craft or specialty food product that you wish to bring to the market.
Include photo or sample of item you wish to sell. (Use additional sheet if needed) Returning vendors, include photo
new products only. **Only products 100% made by the vendor may be sold.**

GROWERS CHECK LIST:

***Please list all items that will be sold during market including season: Only products 100% grown
by the vendor may be sold.***

I have read and understand the wood river farmers' market association rules & bylaws and agree
to abide by these rules and bylaws while participating in the Ketchum and/or Hailey markets.

Signed: _____ Date: _____

**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: _____

Vendor Selection Criteria and Process --Please read and **keep** the following information:

Each individual vendor 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. Products must be handcrafted by the vendors selling the items, 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, produce and value added items must be grown, made, and/or raised by vendor selling items.
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. We also seek to not have too many of the same items offered on the same day. 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 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 8% sales tax on each sale (6% State and 2% 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 2%

Ketchum sales tax to the Farmers' Market Manager (along with the 6% 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 208334-7660. It is a quick and easy process and doesn't cost you anything.

Vendor Bio (for new vendors only and any updates from returning vendors):

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 email newsletter will include a short bio about you when we profile you that week. A bio is required of your work and/or farming practices. Farmers must list what products you anticipate to sell. 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 email us 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.