



# 2017 Vendor Application

**(Due by May 1 or You Pay A \$50 Late Fee)**

**Ketchum Market – Tuesdays, June 13<sup>th</sup> – Oct. 10<sup>th</sup>  
2:00-6:00PM**

**Hailey Market – Thursdays, June 29<sup>th</sup> – Oct. 12<sup>th</sup>  
2:00-6:00PM**

\_\_\_\_\_  
Vendor Business Name

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Cell:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Permanent Sales Tax #:** \_\_\_\_\_ **or Temporary/Yearly #:** \_\_\_\_\_

**Will you participate in the market all 18 weeks?** \_\_\_ yes \_\_\_ no

If you will be a part-time vendor your space will rotate week-to-week at the market and you must fill out the table below. Please sign up for **any** of the following dates and note, dates listed by **K** for Ketchum and **H** for Hailey. Deadline is open but encouraged by May 1 and will be on a first come first served basis. We will make every attempt to meet your needs and needs of market. **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 13 <b>K</b>	◇ July 11 <b>K</b>	◇ August 8 <b>K</b>	◇ Sept. 5 <b>K</b>	◇ October 3 <b>K</b>
	◇ July 13 <b>H</b>	◇ August 10 <b>H</b>	◇ Sept. 7 <b>H</b>	◇ Oct. 5 <b>H</b>
◇ June 20 <b>K</b>	◇ July 18 <b>K</b>	◇ August 15 <b>K</b>	◇ Sept. 12 <b>K</b>	◇ Oct. 10 <b>K</b>
	◇ July 20 <b>H</b>	◇ August 17 <b>H</b>	◇ Sept. 14 <b>H</b>	◇ Oct. 12 <b>H</b>
◇ June 27 <b>K</b>	◇ July 25 <b>K</b>	◇ August 22 <b>K</b>	◇ Sept. 19 <b>K</b>	
◇ June 29 <b>H</b>	◇ July 27 <b>H</b>	◇ August 24 <b>H</b>	◇ Sept. 21 <b>H</b>	
◇ July 3 <b>K</b>	◇ August 1 <b>K</b>	◇ August 29 <b>K</b>	◇ Sept. 26 <b>K</b>	
◇ July 6 <b>H</b>	◇ August 3 <b>H</b>	◇ August 31 <b>H</b>	◇ Sept. 28 <b>H</b>	

Standard Booth 10X10 Canopy     Umbrella Space 8X8     Double Booth

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

Which Markets Will You Attend:  Ketchum (Tuesdays)  Hailey (Thursdays)

Each vendor must pay their Association Fees, Booth Fees, and 6% 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:	_____

**After May 1 you will need to pay an additional \$50 late fee!**

**ALL APPLICANTS:** PLEASE ENCLOSE CHECK PAYABLE TO WRFMA. WE WILL NOT CASH CHECKS FOR NEW APPLICANTS UNTIL YOU HAVE BEEN SELECTED.

**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

**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.**

**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.

All vendors are responsible to pay the vendor slip handed out near the close of each market. You are required to pay 6% 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)*

## Farmer and Artisan Food Vendor Application Section

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 Value Added Food (include all products at booth)

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. Returning vendors, include photo of new products only. **Only products made by the vendor may be sold at the market(s), no resale is permitted!**

---



---



---

### GROWERS CHECK LIST:

*Please check off all the items that are listed on the chart and include at the bottom of the chart any item that you might bring that is not listed.*

Product	Months Available	Product	Months Available	Product	Months Available
apples		eggplant		brussel	
apricots		fava bean		cabbage	
blackberries		greens		carrolts	
blueberries		leeks		cauliflower	
melons		lettuce		corn	
cherries		okra		cucumbers	
grapes		onions		spinach	
nectarines		peas		kale	
peaches		peppers		head lettuce	
pears		potatoes		potted plants	
plums		radishes		swiss chard	
raspberries		squash, summer		bok choy	
strawberries		squash, winter		mushrooms	
watermelon		tomatoes		honey	
asparagus		turnips		baked goods	
beans		pumpkins		eggs	
beets		herbs			
broccoli		cut flowers			

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.

initial

I have read and understand the Wood River Farmers' Market Association rules and bylaws Farmers' Markets.

I hereby allow the Wood River Farmers' Market Association to capture and retain images and likeness of myself or any individual in my family and my booth. 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.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### **Vendor Selection Criteria and Process**

Each individual vendor will be reviewed and selected by the board 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 who are selling the items. We generally accept 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.

### **Vendor Bio**

To help promote you and your products, we create a weekly newsletter and send out to as many folks as we can. The manager creates the newsletter and needs from you a short bio to use for this purpose. An electronic version of your bio is best but it may also be hand written. Please provide any website address that can be used as a link from our website to your website. If you already provided a bio great let us know in this space whether you need to update your bio. We also put your bios on our facebook and website and are happy to link your website to our facebook if you would like, we just need to know. Thank you!