



Statesboro MainStreet Farmers Market 2023 Vendor Application (Prepared Food)



VENDOR INFORMATION

Business Name: _____ Vendor (Individual) Name: _____

E-mail: _____ Website/Social: _____

Preferred Telephone: (_____) _____ - _____ Alternate Telephone: (_____) _____ - _____

Mailing Address: _____

City _____ State _____ Zip Code _____ County _____

Address Checks To (Name): _____ Billing Address is same as Mailing

Billing Address: _____

City _____ State _____ Zip Code _____ County _____

PRODUCT & SALES INFORMATION

Please list the specific **Prepared Food products** you are requesting to sell at market, with estimated pricing. (Attach a separate list if needed.) Some products may be approved, while others not approved, based on Market demand.

The mission of the Main Street Farmers Market is to promote the use of fresh and local products, and to encourage vendors to support each other as farmers/food producers. We ask that food vendors use local products as much as possible in the preparation of the foods sold at market. Please list all local sources from which you purchase ingredients.

____ (Initial) I certify that I am using at least one local ingredient in the food items I sell at the market.

____ (Initial) I certify that all of the products I sell at market will be made by me/my food business in a certified kitchen or at home under a cottage license.

Address where food is produced: _____

List any non-food items that you'd also like to sell at your booth. (These products will be reviewed separately.)

Check in the list below any certifying documents or licenses you hold or are held by your suppliers.

- Certified kitchen
- Cottage license
- USDA Organic or Made with Organic Ingredients
- USDA or GA Dept of Ag approved meat label
- Product Liability Insurance
- Sales and Use Tax Certificate
- Other related: _____

____ (Initial) I certify that all relevant Sales and Use Tax for products I sell at Saturday markets and Market2Go will be the responsibility of both me and the customer, and that the market will not collect these fees on my behalf.

____ (Initial) I certify that all products I sell at market will be grown/made by me/my local farm unless a written waiver has been obtained from market management.

____ (Initial) I certify that I understand the market's token exchange program, and will not be reimbursed for any tokens that I am not authorized to collect.

MARKET MEMBERSHIP

The Statesboro MainStreet Market and Statesboro Market2Go are MEMBERS ONLY MARKETS. All prospective market vendors are required to submit a new market application annually and, upon approval, must pay an **annual membership fee of \$75**. Approved market members are entitled to: (1) sell online on the Statesboro Market2Go year-round; (2) participate in scheduled Saturday markets at fees determined by space selection; and (3) priority consideration for a booth at the annual Shopping by Lantern Light event.

The MainStreet Farmers market will reopen **Saturday, April 1, 2023**, at the new facility behind the Convention and Visitors Bureau, and operate there each Saturday morning, from 9:00 to 12:30, through November 18, 2023.

VEHICLE REGISTRATION

License Plate #1 (Primary): _____ License Plate #2 (Secondary): _____

Make/Model: _____ Make/Model: _____

____ (Initial) I certify I have included all of the vehicles I intend to use at markets. I understand I must park in the designated Vendor Parking Lot promptly after unloading my vehicle. I will register any new vehicles with the Market Manager to ensure I am not in violation of the parking policy.

____ (Initial) I certify that I understand I must arrive for Saturday setup no later than 8:30 AM and that I may be denied entry if I do not arrive on time and/or do not coordinate arrangements with the market manager prior to the market. I also certify that I understand my vehicle must be parked and my table display must be complete by 8:45 AM for the safety of market guests.

VENDOR ATTENDANCE & BOOTH CONFIGURATION

Select the venue(s) you wish to participate at (including the estimated number of weeks):

SATURDAYS (____ / 34)

MARKET2GO (____ / 52)

Select your Booth Tier:

INDOOR / COVERED (\$25/week)

OUTDOOR (\$15/week)

If opting for INDOOR/COVERED space, select your preferred booth configuration:

**Includes electrical outlets*

Flat (Up to one 10' table)*

L-Shape (Up to two 6' tables)*

U-Shape (Up to three 6' tables)

Note: Outdoor Vendors are required to have weighted tents and are allocated a standard 10x10' space. They may configure their tables as they wish, so long that it remains within their allocated space and does not obstruct another vendor. TENTS ARE OUTDOOR ONLY and are unable to be set up within the Patio or Indoor spaces.

Please describe your general booth layout and details regarding your preferred setup. Please include a photo:

SPECIAL ACCOMODATIONS

Please indicate and detail any special accommodations requests, such as additional spacing, proximity to other vendors, electrical requirements, etc:

Electrical Outlets

Additional Space

Proximity to Other Vendor(s)

Other:

____ (Initial) I certify my requested space(s) will be allocated for my booth on my selected dates, and I will be expected to pay booth fees for those dates unless I CANCEL at least 1 week prior to a market.

Please **CIRCLE / INDICATE** on the chart, all dates you are requesting to participate in the Saturday market:

April	May	June	July	August	Sept	Oct	Nov
1	6	3	1	5	2	7	4
8	13	10	8	12	9	14	11
15	20	17	15	19	16	21	18
22	27	24	22	26	23	28	21*
29			29		30		

To add or cancel dates during the season, please notify the market manager **1 week in advance** of the date you want to add or change. This helps to improve market planning and maintain an attractive booth layout every week.

** A separate application for Shopping By Lantern Light will be issued in September 2023*

2023 SEASONAL BOOTH RATES

Any vendor **prepaying for more than 17 weeks** will receive a **10% discount** off of their booth fee total. Pre-payments must be made **no later than 1 week prior** to a vendor's start date for the season. Once a tier has been selected, the vendor will be placed in their respective area for the remainder of the season, unless prior arrangements are made. Any requests to be moved to an alternate location of a different tier (i.e. Indoor to Outdoor) must be made **at least one week in advance**. If you have any questions regarding this new system, please do not hesitate to ask.

	Weekly	FULL SEASON before Discount	(10 % Discount)	Total after Discount
Indoor/Covered	\$25	\$850	- \$85	\$765
Outdoor	\$15	\$510	- \$51	\$459

HOLD HARMLESS and INDEMNIFICATION

_____(Initial) I agree to take part in the market at my own risk and will not hold the market, its directors, officers, agents, employees, sponsors or site owners (Visit Statesboro Center) responsible for any legal, financial and/or personal liability resulting from the participation therein.

VENDOR GUIDELINES

Statesboro MainStreet Market vendors and Market2Go vendors are expected to abide by the regulations established for those markets as detailed in the attached Market Vendor Guidelines.

I affirm that I have received, read and agree to comply with the rules and regulations in the Market Vendor Guidelines

Signature _____ Date _____

Print Name _____

*Thank you for your application!
A Farmers Market team member will promptly follow up with your request upon submission.*