

# Hardwick Farmers Market

## 2024 Vendor Application

Every Friday, 3 pm - 6 pm May 24th- October 4th  
Application deadline: postmark by March 15th

Date Received _____
Amount _____

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

**Financial Name** (who should reimbursement checks be made out to?): \_\_\_\_\_

**Names (Owner/s and principal workers):** \_\_\_\_\_

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

**Physical Address (if different):** \_\_\_\_\_

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

**Primary Phone:** \_\_\_\_\_  home  cell

**Day-of Contact phone:** \_\_\_\_\_ **cell:** \_\_\_\_\_ **email:** \_\_\_\_\_

**Do you prefer day-of communications as a:**  text  call

**Website:** \_\_\_\_\_

**Check all that apply:**  Agriculture  Value-added Agriculture  Prepared Food  Craft  Other

### **PRIMARY PRODUCTS**

Please list the products that are staples of your booth. The things you will have weekly (or at least weekly within their season) and are what you consider to be your "main" products. These should be the items you feel you "must" be approved to sell for it to be practical for you to be a vendor at our market.

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### **SECONDARY PRODUCTS**

Please list the other products you may wish to sell at your booth. Many of you are diversified farms or small businesses and that is WONDERFUL. We want to encourage you to sell multiple items you have created within multiple categories!

For example: if you are a baker who may occasionally have surplus garden veggies you would like to sell, please list those veggies here to get those products approved. Please be thorough, you MAY be limited to

selling ONLY these items or categories. Please note: the board MAY choose to approve sales of only a subset of your product list to preserve balance in the market.

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**If you are a prepared food/value-added vendor, where do you source your ingredients:**

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**If you are a returning vendor, list any new products you'd like to sell:**\_\_\_\_\_

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### **SCHEDULING:**

**If you already know of weeks you will not be at the market, please list them here. Full season vendors can take off up to 4 markets throughout the season with advance notice. (If you know or expect that you'll miss more than 4, please apply as a day vendor.)**

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### **RETURNING FULL-TIME VENDOR**

**Membership Fee:** **\$50**

**Season Fee:** **\$200**

(plus 4% commission on gross sales of \$500 paid at first Friday of each month)

If you need to pay the fee in two installments, please send the 1st payment of \$100 upon acceptance of your application. The 2nd payment of \$100 is due by May 1st.

### **PROSPECTIVE FULL-TIME VENDOR**

**\$0 due with application**

If accepted, the season fee of \$200 and membership fee of \$50 is due May 1st.

**Hardwick Farmers Market**  
**PO Box 162, Hardwick, VT 05843**

I was a 2023 day vendor and would like to be considered for a full-time vendor position.

**Yes / No**

## **PROSPECTIVE DAY VENDOR**

If you would like to request specific market dates now, you will give priority consideration for the Day Vendor spots for those weeks. Otherwise, you will be scheduled on a week by week basis.

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**\$20 Daily Fee**

**\$0 due with application**

All vendor spaces are 10 X 10 Extra footage will be charged at \$4.50/foot

If you have any special circumstances or requests please indicate here ie: electricity, vehicle spot, etc. We will do our best to accommodate your needs, giving priority to returning full-time vendors.

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Your application must be signed and the following must be read and submitted to be complete:

- I have read the 2024 Rules and Policies of the Hardwick Farmers Market and agree to abide by them
- I have read the HFM Emergency & Communication Plan and will check my email on Friday mornings
- I understand that each vendor is responsible for understanding and following Vermont State food safety regulations as they apply to their products and that the Hardwick Farmers Market can not/does not take responsibility for compliance.
- I will comply with the 2015 regulations on scale calibration, if applicable. (All products sold by weight must be weighed on a scale certified by the state annually)
- I give the Farmers Market permission to use my name & image for publicity purposes.
- I have filled out all sections of this application that apply to me
- I have enclosed payment, if applicable

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

Mail application and fees to the address below

**Hardwick Farmers Market**  
**PO Box 162, Hardwick, VT 05843**