



**2017 San Juan Island Farmers Market
Vendor Application:**

Market season: April 1st – October 28th, 2017
Saturdays, 10:00 AM. – 1:00 PM at Brickworks

Please complete and submit your application to:

SJIFMA, P.O. BOX 1427
Friday Harbor, WA. 98250

or

Email to: Elena Porten, SJI Market Manager

sjifarmersmarket@gmail.com

cell: 360-298-1660

ALL VENDORS:

Application deadline: Monday, March 27, 2017 for spring, summer AND fall/winter markets. Applications are accepted on a rolling basis after March 27th, but market space is limited. Applicants must fill out the application entirely. Please contact market manager, Elena Porten, with questions.

New applicants pay a \$5 one-time processing fee. If you are a former vendor of the San Juan Island Farmers Market, this fee does not apply to you. Please mail this payment with your application to: SJIFMA, P.O. BOX 1427, Friday Harbor WA. 98250.

Vendor Status (check): Returning Vendor New Vendor

Vendor Name (First & Last Name) _____

Farm/Business Name: _____ Do you have a business license? _____

Mailing Address: _____ City: _____

State/Zip: _____

Farm/Business Location Address (if different than above): _____

City: _____ State/Zip: _____

Home Phone: () _____ Cell: () _____

E-mail: _____

Business Contact Name (your public contact info.): _____

Website: _____

Facebook Page: _____

Estimated Start Date (please update market manager if this date changes – preferably two weeks prior):

Estimated End Date (please update market manager if this date changes – preferably two weeks prior):

The market cannot guarantee a booth for every market you request. Preference is given to farmers and food vendors who prioritize using locally grown ingredients. Artisans and community organizations will be accepted on a rotational basis. Everyone needs to fill out an application, regardless of the frequency of your market attendance.

2017 Market Dates: Check any dates you CANNOT attend. If your schedule changes, please notify the market manager as soon as possible:

April: 1 8 15 22 29 **May:** 6 13 20 27 **June:** 3 10 17
24 **July:** 1 8 15 22 29 **August:** 5 12 19 26 **September:** 2
9 16 23 30 **October:** 7 14 21 28

Fall/Winter Markets Dates: Are you interested in selling at our 2017/2018 winter (*indoor*) markets?

(Check): Yes or No

If yes, check the dates you CANNOT attend: **November:** 4 (*outside (heated tent) / in conjunction with the FH Film Festival @ Brickworks*) 18 **December:** 2 16 **January 2018:** 6
February: 3 **March:** 3

An outside market booth is 10' x 10'. **How many booth spaces are you applying to lease?** (Answering this question will not guarantee booth location.)

Do you have special requests regarding booth location: e.g., inside, outside, corner, wall, etc.?

(Answering this question will not guarantee any given booth location.)

Do you need electrical power? Yes No

Optional Questions: ALL VENDORS

These questions help the market association for marketing purposes and tracking vendor data. This section is optional.

What year was your business established (approximately)? _____

If you employ any employees at any time during the year, please indicate how many: _____

(This information may be shared by the market as part of a collective number for the entire market, without reference to specific vendors, to increase local, state and federal support of farmers markets.)

What is the importance of the farmers market in your marketing plan?

Number of years you have been vending at the San Juan Island Farmers Market: _____

Section 1: PREPARED FOOD VENDORS

Prepared Food Vendors must offer for sale at least two food products identified as locally grown in San Juan County, as determined by the percentage of “defining ingredient” in each product. To be considered locally grown, the food product must contain at least 95 percent locally grown or harvested product(s), e.g., local tomatoes on a pizza, local plums in a plum pie, local meat in a meat roll, etc.. Food vendors must present the market manager with proof of the percentage of defining ingredient for each of the products they identify as locally grown. If they change products or recipes, they must provide this proof for each new product. The market manager will do spot checks at food vendor booths to ascertain compliance with this requirement. If vendors feel that this requirement is onerous, they may approach the market manager and/or farmers market board to request a variance.

Describe your food business in 40 words or less (as you’d like it to appear in marketing materials):

List major items you plan to serve at the San Juan Island Farmers Market.

Location of approved, commercial kitchen where food it prepared: _____

Do you have all permits or licenses necessary to sell food at the farmers market? (If not, the market manager can email you permit/license information.) Yes No

What percentage (approximately) of your menu items are made from scratch? _____

What percentage of your ingredients comes from San Juan County? _____

Please list all local farmers or food producers from whom you purchase ingredients for the products you

intend to sell at the market: _____

What percentage of your ingredients comes from surrounding counties in this region (Skagit, Whatcom, Snohomish, Jefferson, Clallam)? _____

The San Juan Island Farmers Market maintains the right to test and approve all food items listed. The market also retains the right to request proof of purchases of local foods, e.g., receipts.

Priority for booth location, market dates, and booth size will be given to food processors who use a majority of locally grown ingredients.

Section 2: FEES (ALL VENDORS)

ALL applicants (returning and new vendors) are required to pay a \$25 annual participation fee. This payment is required **after** your application has been reviewed and accepted by the farmers market board. The market manager will notify applicants once they have been approved, no later than March 31st. The annual participation fee must be received by April 29th. *For new vendors, there is a one-time application fee of \$5. Returning vendors do not pay a fee.*

Section 3: AGREEMENT (ALL VENDORS)

Your signature shows agreement that you have read and understand this application. Your signature indicates agreement to sell only the products you have listed on this application. Your signature indicates that you accept responsibility for the quality of your products. If you are a Prepared Food Vendor or Processed Food Vendor, your signature indicates that you have or will obtain before vending at the farmers market all required permits and/or licenses and that you will adhere to food safety regulations. All vendors are strongly encouraged but not required to obtain liability insurance. Your signature indicates that you understand the risks and liability involved in selling at the farmers market. Your signature also shows that you allow the above information about you and your business to be shared for marketing purposes.

Vendor Applicant Signature: _____ Date: _____

For questions, please email market manager, Elena Porten: sjifarmersmarket@gmail.com or call: 360-298-1660 . Mail or email applications to: SJIFMA, PO Box 1427, Friday Harbor, WA. 98250.

Once your application has been accepted the market manager will contact you. The market manager will then send you a participation agreement, with day-of market rules (set-up, payments, etc.) and an invoice for your annual participation fee.