

Lawrence Farmers Market 2021 Vendor Application

Vendor Information	
Business Name:	
Vendor Name(s):	
Street Address:	
City:	Zip Code:
Home Phone:	Cell Phone:
Preferred Phone: Home or Cell	
Please check if either of the following apply to you:	
<input type="checkbox"/> I do not want my contact information publicly available.	
<input type="checkbox"/> I want to receive paper copies of newsletters and all other correspondence. (There is a \$10.00 fee associated with this option. Please note this in the FEES section.)	

Social Media	
Please indicate which social media service you use, and your username/webpage for each. Indicate if you would like it shared publicly.	
Service	Make publicly available?
Email:	
Facebook:	
Website:	
Twitter:	
Instagram:	
Other:	

Vendor Category				
Select Primary Vendor Category (refer to vendor guidelines for additional details.)				
Producer	Processor	Value-Added Crafter	Prepared Foods Vendor	
Please break down your profit offerings by percentage: (eg.80%produce, 20% baked goods)				
<input type="text"/> % Produce	<input type="text"/> % Fruit	<input type="text"/> % Baked Goods	<input type="text"/> % Meat	<input type="text"/> % Ready to Eat Foods
<input type="text"/> % Honey	<input type="text"/> % Nuts	<input type="text"/> % Cut Flowers	<input type="text"/> % Nursery Plants	<input type="text"/> % Value Added

Stall Reservations

I will be participating in (check all that apply): _____Saturday _____Tuesday

_____ I'm a NEW or RETURNING vendor & would like to float in the 2020 season.

_____ I'm a NEW or RETURNING FLOATER. I will float if necessary, but would like to be considered for a Reserved Stall. ON A SEPARATE SHEET PLEASE BRIEFLY DESCRIBE YOUR QUALIFICATIONS TO HOLD A RESERVED STALL BASED ON THE CRITERIA IN THE GUIDELINES.

If possible, I would like the following locations (describe area/list stall #s)

Saturday: _____

Tuesday: _____

_____ I'm a returning reserved stall holder and would like to:

___Keep the same stall(s): _____Saturday _____Tuesday

___Keep the same number of stalls but I would like to move to a different location (describe area or list stall numbers):

___I'd like to downsize. I will not need the following stalls:

___I'd like to expand:

___Only if I can add adjacent to my current space: Saturday _____
Tuesday _____

___Only if I can have the following stall(s): Saturday _____
Tuesday _____

___Only if I can remain in the same lot.

___I am willing to move to any location: Saturday _____
Tuesday _____

Fees		
Annual Stall Fees	Saturday	Tuesday
1 Stall	\$260.00	\$55.00
1.5 Stall *	\$275.00	NA
Each Additional Stall	\$275.00	\$55.00

Saturday Stall Fees: \$ _____
 Tuesday Stall Fees: \$ _____
 Stall Fee Subtotal \$ _____
 5% Multi-Day Discount: \$ _____
Stall Fee Total: \$ _____

*Saturday market: 1.5 Stall is a corner stall which must have been reserved in 2020.

Other Fees	
Advertising Fee:	\$60.00 x Maximum daily stall number = Total Advertising Fee (Minimum \$60)
Membership Application Fee: (non-refundable)	\$65.00
New Vendor Visit Fee: (non-refundable, pay if you were not a vendor in 2020).	\$25.00
Newsletter Paper-Copy Fee	\$10.00

Advertising Fee: \$ _____
 Membership Application Fee: \$ _____
 New Vendor Visit Fee: \$ _____
 Newsletter Paper Fee: \$ _____
Other Fee Total: \$ _____
Total Due: \$ _____
Enclosed: \$ _____

To be considered for a Reserved Stall or to retain a 2020 Reserved Stall, a completed application and check for one of the following payment options must be received by January 31st, 2021.

Payment options:

Option One: By January 31st you must pay the advertising, membership and stall fees in full.

Option Two: By January 31st you must pay the advertising and membership fees in full and 50% of the stall fees. By March 15th you must pay the remaining 50% of stall fees. Late fee of \$50.00 will be applied.

Option Three: If you elect not to pay for season pass, you may pay only the advertising and membership fees with your application and then pay the following daily fees to the Coordinator when you attend a market:

Saturday - \$30.00

Saturday Additional - \$30.00

Weekday -\$9.00

ALL FEES MUST BE PAID BEFORE VENDING BEGINS!!

****If you want to vend but cannot make the payments, contact the board prior to due dates****

Lawrence Farmers' Market: 2020 Vendor Affidavit

The Following affidavit must be signed and must accompany your application before membership is granted.

I, _____, hereby agree to offer for sale at the Lawrence Farmers' Market, produce, meat, or homemade food/craft items, grown or made by me, my family, or my neighbors. I have itemized these products on the preceding pages. I understand that I am to produce, myself, the majority of what I sell.

All additional producers must comply with the rules of the Lawrence Farmers' Market. List the names, addresses, and phone numbers of ALL who will produce items for sale from your stall and what they will produce (add additional sheets of paper if needed).

Name: _____
Street Address: _____
City: _____ Zip Code: _____
Phone: _____
Products: _____

Name: _____
Street Address: _____
City: _____ Zip Code: _____
Phone: _____
Products: _____

Name: _____
Street Address: _____
City: _____ Zip Code: _____
Phone: _____
Products: _____

Name: _____
Street Address: _____
City: _____ Zip Code: _____
Phone: _____
Products: _____

I understand that as a provision of my participation in the Lawrence Farmers' Market my garden, farm, or production area (including those listed above where items are produced for sale at my stall) will be open for inspection by the Market Coordinator and/or Farmers' Market Board. The Market Coordinator will call before coming to my property and must be allowed to inspect my property within 48 hours of the phone call.

The Exact Address or locations of my production areas are:

Street Address:

Street Address:

City: Zip Code:

City: Zip Code:

Furthermore, I acknowledge and agree to take full responsibility for all sales/promotional activities I conduct throughout the full season of the Lawrence Farmers' Market. I agree that I have thoroughly read that Lawrence Farmers' Market Guidelines and agree to abide by all the rules and regulations contained therein.

I agree to hold blameless the City of Lawrence, and the Lawrence Farmers' Market for any claims (including cost, litigation expenses, counsel fees and liabilities incurred that might arise from my activities as a vendor at the Farmers' Market during the 2020 season.

ANY FAILURE TO ABIDE BY ANY OF THE ABOVE MAY RESULT IN MY TERMINATION AS A VENDOR

Signature: _____ Date: _____

Signature: _____ Date: _____

Signature: _____ Date: _____

Application Checklist:

- Signed Application & Affidavit
- Check
- Copy of Certificates/Permits/Licenses
- Proof of Insurance
- DUFB Vendor Agreement
- Letter of intent in seeking a reserved stall or change in reserved stall assignment
- Photo & Business Description

Mail To:

Lawrence Farmers' Market

P.O. Box 44-2151

Lawrence, KS 66044