

Application for Harvest in the Village Marketplace

September 22, 2012

Type (check one): Farm Vendor Educational or performer
 Non-farm Vendor Craft Vendor

Name of Farm or Business _____ Name(s) of Participant(s) _____

Address _____, _____, _____, _____
Street City State Zip

Home phone (_____)____--_____ email _____

Business phone (_____)____--_____ Web site _____

The standard booth width will be 10'x10'. It is possible to apply for more than one space.
 The booth fee is \$75 per 10' x 10' space. Please note how many spaces needed _____

Items to be offered (any changes to this list by non-farm vendors must be approved):

Optional statements or requests _____

I have read the Market Policies and agree to abide by them and the spirit of this Market and recognize that failure to adhere to them may result in penalties including termination:

Signature (owner of farm, business, or organization) _____ Date: _____

Mail to:
 Don Robinson
 300 Main St.
 Wenham, MA 01984

Food Vendors have 2 additional forms:
 copy of vendor's Local BOH Food Permit,
 copy of Food Mgr Cert

Hamiltonwenhamvillagemerchants@yahoo.com
Thehendersons300@gmail.com

Questions: Don Robinson
 978 468 1100

Please make check to the Hamilton Wenham Village Merchants

Market Policies & Application

Harvest in the Village Marketplace – 2012

Place: Railroad Avenue, Hamilton and 300 Main, Wenham, MA

Time: 9 AM – 4 PM Date: September 22, 2012



A. Purpose:

Provide a wholesome social experience that helps build community and attracts residents and neighbors to visit our village to discover the Towns of Hamilton and Wenham as well as to provide a venue where local merchants and at-home-businesses can market their products.

B. Vendor policies:

Applications: Anyone wishing to set up a booth must submit the attached application by June 15, 2012.

Applications are screened for consistency with the goals of the market as well as space available. Vendors may only sell items listed on their application. Additional information can be found by e-mailing

Hamiltonwenhamvillagemerchants@yahoo.com or Thehendersons200@gmail.com

Fees: Booth space cost is \$75.00 and must be paid with the application and does not include a table or canopy.

Product & Price Signage: All vendors must post prices for all sale items.

Health/Food Permits: Vendors of prepared or ready to eat foods need to provide three documents:

An application;

A copy of their food (kitchen) permit from their hometown;

A copy of their Certified Food Manager's ("Serv Safe") certificate;

Rain or Shine: The market will be held rain or shine – unless the weather is dangerous.

Non-Farm Products (foods, arts & crafts, etc.) Must be high quality and take skill and creativity. The product(s) must be complementary to the market. We may restrict the number of vendors selling similar products. Environmental friendliness is preferred. Food products should be based on local produce wherever possible.

Parking: vendors will be assigned one parking spot (cost covered by application fee) or vendors with extra vehicles must park them at Patton or Pingree Park.

Legal: vendors must be in compliance with all local, state & federal laws and regulations.

Trash: This is a carry in and carry out event. Please make sure to provide for this as trash receptors will not be available.

Utilities: Utilities are generally not provided. If you wish to request the use of utilities, please note the request in your application. Generators are not allowed. Bathrooms will be provided.

C. Non-vendors must come to the market primarily to educate or to entertain

Any organization can apply to attend the Market as an educational organization or as a performer.

Applications must be made on a Market application form. We are eager to have guest organizations and individuals attend the Market for the purpose of educating the public on the following issues:

Nutrition & food preparation

Environment

Health

Local history

Organic gardening, lawn, & plant care

Conservation of natural resources and recycling

Sustainable living

Fine arts and arts & crafts demonstrations

Local governmental bodies (to educate the public about their functioning, not for campaigning)

In addition, we are also eager to have performers such as musicians, clowns, jugglers, storytellers, etc. Bookings for performers are done by sending information including requested fee to: Hamiltonwenhamvillagemerchants@yahoo.com or Thehendersons300@gmail.com

Sales and fundraising are discouraged but, if allowed, must be a secondary goal. Any sales or fundraising activity must be clearly identified on the application and must be approved prior to the market. In other words, where the primary purpose is to sell the organization's goods or to solicit contributions, the application is highly likely to be rejected. Applications for organizations representing topics not in the list above are likely to be considered inconsistent with the Market.

In addition, there can be no political activity. This means we cannot give booth space for the purpose of elections (candidates or ballot questions) or for gathering signatures for petitions to governing bodies. Educational guests at the market should note that this ban covers their verbal discussions also.