

**Westfield Farmers' Market
Vendor Application 2019**

Thank you for your interest in the Westfield Farmers' Market. The Market will run for 19 weeks, from 12:00 to 6:00 pm every Thursday from May 31 through October 3, 2019.

Please read the Market Rules carefully and complete the application fully. Use the back of the page if you need more room to write. Even if you have previously participated, we ask that you **complete the application in full**. Vendors must re-apply each year to express continued interest in participating in the Market. Your space is not guaranteed without a completed application and registration fee.

We are primarily a producers' market. That is, preference is always given to vendors who make, grow, produce, or create their products themselves, or are knowledgeable representatives of local farmers. Crafts should be made locally by hand of natural, organic, or repurposed material sourced locally whenever possible. We try our best to maintain diversity at our market and will use the following criteria to choose our vendors:

- A. Agricultural products always take precedence over non-agricultural crafts, non-profit organizations, and businesses.
- B. Product diversity and quality
- C. Location of the farm or business
- D. Timing or availability of the product. Full-time vendors will be given precedence over part-time or guest vendors.

If you would like to submit a request for approval of an additional product after your application has been approved, please submit your request in writing to the committee.

Full season, guest, non-profit, and part-time vendor spaces are available.

The Westfield Farmers' Market participates in the SNAP program and honors SNAP purchases, issuing tokens to customers which are then redeemed by the vendors for cash back. Only SNAP-eligible products may be purchased with SNAP tokens. Farmers are encouraged to participate in the HIP, WIC and SFMNP programs by honoring vouchers from Women with Infants and Children and from Senior Citizens.

Information is available at:

<http://www.mass.gov/eea/agencies/agr/markets/farmers-markets/farmers-market-coupon-program.html>

Return completed applications to the following address:

Westfield Farmers' Market
Episcopal Church of the Atonement
36 Court Street
Westfield, MA 01085

or email them to farmersmarketwestfield@gmail.com.

Please make checks payable to the Westfield Farmers' Market.

Thank you for your interest.

The Westfield Farmers' Market Committee

Vendor Application
Westfield Farmers' Market at the Episcopal Church of the Atonement
Summer 2019

Office use:
Date _____
Ck # _____
Amt. _____
Ins. Cert. _____
Initials _____

Applicant's Name: _____

Name of Farm, Business, or Organization: _____

Address of Farm, Business, or Organization: _____

Phone Number: _____

Email Address: _____

Website: _____

Check to indicate your level of participation (See descriptions of categories in Market Rules):

_____ Full-time vendor

_____ Non-Profit Organization

_____ Visiting Vendor

_____ Commercial Vendor

_____ Part-Time Vendor

Full-Time Vendors: Please indicate your known vacation dates, if any.

Part-Time and Visiting Vendors: Please indicate the frequency and duration of your participation and your anticipated dates.

Please write on the back, or include an additional sheet to give a **description of the product(s) offered**, or for Non-Profits, description of the **mission of your organization**. Also, include notes regarding **special requests for site assignments**, a **brief history of your business**, and other information to be used for publicity.

Do you process and accept payment through the HIP program? (Check one) Yes _____ No _____

The Church has limited parking for vendor vehicles and limited access to power, and vendors requiring power are expected to provide their own power cords.

Do you require access to power? Yes _____ No _____

Do you require access to your vehicle throughout the market day? Yes _____ No _____

Please explain.

Please sign the agreement below. Electronic submissions will be considered signed.

I, _____, have read and understand the rules and regulations of the Westfield Farmers'

(Print your name)

Market at the Church of the Atonement. I agree that as a member of the Market I must abide by these rules or I may be asked to leave.

Registration payment of \$_____ is enclosed. (Payable to Westfield Farmers' Market)

Signature of Applicant: _____ Date _____

Use the back of this page for notes, including for product descriptions, mission statements, history of your farm or business, site requests, and other information to be used for publicity.