



Skagit Valley Farmers Market (SVFM) Vendor Information and Application

SVFM takes place in the Vinery, at the north end of Christianson's Nursery

May 25th-October

**Holiday Markets to be scheduled*

SVFM Vendor Application

To apply for a space or spaces at the market (no more than two per vendor), all vendors must submit a completed application either online or by email (to SVFM Coordinator Tara at SkagitValleyFarmersMarket@gmail.com). Alternatively, an application form may be picked up at the Christianson's Nursery Garden Store, completed, and returned to the store during business hours any day of the week.

All vendors must have a Unified Business Identifier (UBI) number issued by the Washington Department of Revenue and all necessary applicable permits obtained through the Skagit County Public Health Department before selling at the Skagit Valley Farmers Market.

Cost:

\$30 for indoor covered ~ 8'x8' (with electricity)

\$30 outdoor covered ~ 8'x8' (with electricity)

\$25 outdoor bring your own tent (no electricity)

\$30 food truck

These fees are waived for registered nonprofit organizations. Payment is due in full by cash or check (made out to *Christianson's Nursery*) before set-up on the morning of the market to the SVFM Coordinator.

Vendors will receive confirmation by email if/when their application is approved, including their assigned booth location and a map of the market.

The SVFM Manager requests at least 24 hours notice of cancellations, either by email to SkagitValleyFarmersMarket@gmail.com.

Market Description and Guidelines

Skagit Valley Farmers Market is an event put together and hosted by Christianson's Nursery in the beautiful Skagit Valley town of Mount Vernon, Washington. Vendor participation in the market is open to adults and children under 18 with adult supervision. Vendors fall under one of four categories:

- **Produce Sellers:** The Skagit Valley Farmers Market supports locally grown, field-to-table flowers, fruits and vegetables, and is not an outlet for wholesale goods. Produce should be insect free, fresh and have no residue that cannot be removed by normal washing. Only the highest quality products will be allowed for sale. The SVFM Manager has the right to request that a vendor remove any merchandise that does not meet the market's standards.
- **Artisans:** The market welcomes a limited number of artisans whose products are hand or home made. In addition to a completed registration form, interested vendors should submit a written description, as well as images, of both their work and booth set up. They should also provide an estimated price range for their wares. Christianson's

Nursery and/or the SVFM Manager had the right to refuse any items for sale or display that they deem inappropriate.

- **Prepared Food Sellers** (such as food trucks or booths that sell food and/or drinks served on site for immediate consumption): The market welcomes freshly prepared and delicious local cuisine to satisfy hungry customers. We offer limited seating on the patio behind the Vinery for pleine air dining, as well as picnicking space in our Meadow Field for people to stretch out and relax while they eat. Interested vendors should include with their registration form a copy of their menu or list of typical foods that they sell and their estimated price range. Additionally, they should attach photos of their truck or booth. They will also need to specify their electrical needs, whether they have a generator and, if so, the level of noise it creates.
- **Nonprofit Organizations:** Nonprofit organizations whose missions are inline with the interests of the market may set up information tables as space allows. They should contact the SVFM Coordinator at SkagitValleyFarmersMarket@gmail.com for availability and scheduling. All nonprofits must fill out a market registration form, though no registration fee is required. However, nonprofits that wish to sell products will be charged the daily minimum stall fee. All items for sale must be approved by the SVFM Coordinator before the market begins. The market is not obligated to include any nonprofit organizations or products they wish to sell or hand out free-of-charge, and reserves the right to refuse permission for any reason.

Set Up

- Set up begins on Sunday at 8:30 AM. **Vendors who fail to arrive by 9:00 AM automatically forfeit their reserved spot - no exceptions.** Vendors must be ready to sell at 10:00 AM.
- The tacking or nailing of materials (e.g., signs, banners, displays, etc.) onto the Vinery interior or exterior is prohibited.

Parking

There will be areas at the nursery designated specifically for vendor parking. Vendors will be made aware of them and expected to park their vehicles only in those areas. All vehicles must be unloaded and parked in the designated areas before the market begins. **No vehicles are allowed to be parked next to the Vinery building once the market opens at 10:00 AM.**

Restrooms

Restrooms are located in both the Vinery and Washroom building south of the Vinery, on the other side of the Meadow Field. The Washroom building is wheelchair accessible. There is a changing room in the women's restroom in the Vinery and the family restroom in the Washroom building.

During the Market

- Vendors must tend to their spaces for the duration of the market, from its opening at 10:00 AM until its closing at 2:00 PM. Spaces may not be broken down until after the close of the market at 2:00 PM. Vendors who sell out of their product need to inform the SVFM Coordinator.
- Waste receptacles will be available in and around the Vinery, and around the nursery in general, for both vendor and customer use.
- Junior Vendors (under 18 years of age) must be accompanied by an adult at all times, including set up and clean up.
- No alcohol or cannabis products are allowed to be used or sold on nursery grounds.
- Vendors are solely responsible for processing sales and donations independent of the nursery and the SVFM, and collecting the Skagit County sales tax at the rate of 8.5% (unless tax-exempt).
- Vendors must agree to hold the Skagit Valley Farmers Market and Christianson's Nursery harmless for member or customer conduct and to indemnify the market and nursery for losses due to member or customer conduct.

Clean Up

Vendors are responsible for keeping their stalls clean and tidy, for breaking down their booths at the end of the day and removing all personal belongings upon exiting the nursery. Vendors should bag up any trash they have and follow the directions of the SVFM Coordinator as to how to properly dispose of it. Vendors need to be finished with breakdown and cleanup by 3:00 PM.

Skagit Valley Farmers Market (SVFM) Vendor Application

Please fill out the following information and either email it to SkagitValleyFarmersMarket@gmail.com or hand it in at the Christianson's Nursery Garden Store during regular business hours.

Business Name _____

Business Owner Name _____

Address _____

Phone _____

Email _____

Social Media _____

On-site Vendor Name _____

Cell phone _____

Email _____

Circle the type of vendor you are:

Produce Seller Artisan Prepared Food Seller Nonprofit

Briefly describe your business or organization.

Please include with this application any relevant product/price lists, menus, and photos of your products and booth or food truck set up.

Please provide your organization's UBI or EIN number and proof of any necessary applicable certifications obtained through the Skagit County Public Health Department.

UBI: _____

EIN: _____

Vendor Terms and Conditions

- I agree to indemnify and hold Skagit Valley Farmers Market and Christianson's Nursery harmless of any loss or damage occurring on market day.
- I understand and accept that a Uniform Business Identifier (UBI) issued by the state is required to sell.
- I understand and accept that I am responsible for cleaning up my space once the market has ended, leaving it as I found it.
- I understand and accept that my booth is to be set up by 10:00 AM and cannot be broken down until 2:00 PM. I will contact the SVFM Manager if I sell out early.
- I understand and accept that if I erect a canopy, each leg must be safely secured with weights no less than 50 pounds for the entire time it is set in place.
- I understand and accept that Skagit Valley Farmers Market and Christianson's Nursery strive to create a welcoming space for everyone to enjoy. As such, both the nursery and market reserve the right to have products and/or materials that they deem inappropriate or contrary to that end be taken down and/or removed from the premises. No inappropriate/crude language or behavior will be permitted.

I have read, understood, and agreed to comply with the above conditions for vendor participation in Skagit Valley Farmers Market at Christianson's Nursery.

Business Name:

On-site Vendor Name:

On-site Vendor Signature:

----- Date: -----

Name of Parent/Legal Guardian (if Vendor is a minor)

Signature Parent/Legal Guardian

----- Date: -----

To learn more about the Skagit Valley Farmer's Market visit our "Events" page
christiansonsnursery.com or contact SVFM Coordinator, Tara, at
SkagitValleyFarmersMarket@gmail.com