



# Welcome to the Market | 2016

**Saturday Market:** The Depot Market Square is the permanent home of the Saturday Farmers Market located at 1100 Railroad Avenue in downtown Bellingham. Vending spaces may vary in size, such as 10ft x 10ft, 8ft x 6ft or 5ft x 10ft. Refer to the Stall Map for stall sizes and locations.

**Wednesday Market:** The Fairhaven Village Green is the permanent home of the Wednesday Market located at 10th and Harris Avenues in Fairhaven. Stalls are generally 10ft x 10ft.

There are permanent coverings for many vendors, however, new vendors and vendors with low seniority will likely be required to move and to utilize canopies and tie-downs. Canopies must comply with BFM standards; equivalent to Easy Up, 10ft x 10ft WHITE. No exceptions will be made.

**Daily Stall Fees:** These fees are payable at the end of each vending day. This is a base amount or a % category commission, whichever is greater.

**Saturday Market Season:**

Daily Stall Fee is \$30 or a % category commission

**Wednesday Market:**

Daily Stall Fee is \$25 or a % category commission

**Category Commissions:**

Farmers:	6.5%
Crafters:	6.5%
Prepared Food:	7.5%
Concessionaires:	7.5%
Eastern WA Farmer:	10.5%
Service Providers:	9.5%

Daily stall fees should be paid via check made out to Bellingham Farmers Market. All cash payments will be subject to a \$5 handling fee.

## Product Review

Products (craft or food samples) for the Product Review Panel must be delivered Saturday, January 30, 2016, Creekside Building at 1701 Ellis St. between 9am-10am. Items will be available for pick up after the review between 12pm-12:30pm. You will not be able to stay on-site during the actual review. No accommodation will be made for early or late pick-up/drop-off. BFM will not send confirmation or reminders of the review. If you are unable to drop off your items for review at this Product Review Panel, you will not be eligible to vend in 2016. You may have a representative drop off your product. Additional Product Reviews may be held later in the season if space and market mix allow for additional product.

Please complete a separate product description (pages \_\_\_ of the application) for each category of item that you intend to sell at the Market (i.e. Bath & Beauty and Jewelry would require two Product Review forms and \$30).

In general, prepared food would only require one form and fee unless the vendor wishes to have food items considered separate from one another for acceptance (i.e. If a vendor wanted to sell ice cream and hot dogs in their booth and would be willing to sell only hot dogs if the category of ice cream was full).

In addition, please submit 1-2 actual samples of your work that are representative of EACH art/craft or food item that you intend to sell in the Market. Jewelers may bring a 16"X20" display board or tray (with jewelry secured to it) and bring as many samples as will fit within that space. Please be sensitive to sample size due to the high volume of applicants and space constraints.

Photos of your booth (or an example of how you intend your booth to look) should also be submitted.

Please REMOVE ALL IDENTIFYING tags to help preserve confidentiality. If you have any questions, call 360-647-2060.



# Market Member Application | 2016

## Membership Category

- Farmer  Crafter  Prepared Food/Concessionaire  Service Provider  
 Value added Farmer Describe: \_\_\_\_\_  
 Eastern WA Produce \_\_\_\_\_

## Market

- Saturday  Wednesday

## Your Information

Date \_\_\_\_\_ Member Since \_\_\_\_\_ USB Number \_\_\_\_\_  
Business Name \_\_\_\_\_ Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
\_\_\_\_\_  
Email \_\_\_\_\_ Additional Emails \_\_\_\_\_  
Website \_\_\_\_\_

## Number of Employees

- Full Time  Part Time  Seasonal

## Designations

- Corp  Sole Proprietor  LLC  501c3  Organic  Fairtrade  Other

All NEW Artists, Crafters, Food Processors, Concessionaires and Farmers with value-added items or existing vendors wishing to add NEW PRODUCT to their current product line will need to have their items reviewed.

**Product Review** will take place; Saturday, January 30, 2016, Creekside Building at 1701 Ellis Street, Bellingham

- Product drop off between 9am-10am
- Only products that are reviewed are eligible for inclusion in the Market. You may have a representative drop off your product.
- Additional Product Reviews may be held later in the season if space and market mix allow for additional product
- Please indicate if you intend to have items reviewed so we can verify receipt of Craft Product Review Form:  
 Yes I have new product to be reviewed  
 No, I am a returning vendor with previously reviewed product only

**Permits** All vendors are required to hold a valid business license. Vendors selling processed products are required to have a City of Bellingham business license. Please attach a copy of your business license, and other necessary permits and licenses with this application, even if you are a renewing vendor. These include Nursery License, Egg, Dairy, or Meat Handlers Permit, Food Handlers Permit, Organic Certification, Certified Naturally Grown, or other. If you are still waiting for a permit to be issued, please indicate which permit(s) for which you have applied.



# Market Member Application | 2016

## Annual Membership Fee(s) – Annual one-time payment:

### Saturday

Membership Fee (required):	\$120
Electrical fees for SCALES/LIGHTS per season:	\$5
*Electrical fess for APPLIANCES per season:	\$25
*Please note electricity is extremely limited. New vendors may not be eligible for electrical access and should be prepared to use an alternative source of power.	

### Wednesday

Membership Fee (required):	\$40
Electrical fees for SCALES/LIGHTS per season:	\$5
Electrical fess for APPLIANCES per season:	\$25
Please note that applications will not be processed until payment is received. If a vendor falls within multiple categories, please complete an application and pay membership fee for each additional category	

## Product Review Fee(s):

Product Review fees must be submitted along with the Membership Application and payment(s) by the January 22, 2016 deadline. There is a non-refundable \$15 jury fee for each category of product being reviewed. DO NOT include these fees in with your Membership Fees. Membership fees will be refunded if your application is denied but jury fee will not be refunded.

Item: _____	\$15	\$ _____
Item: _____	\$15	\$ _____
Item: _____	\$15	\$ _____
Item: _____	\$15	\$ _____
Total Enclosed for Product Review:		\$ _____

**Application Deadline is Friday, January 22, 2016.**  
 Applications may be submitted after this date and are subject to a \$50 late handling fee.  
 Please make checks payable to: Bellingham Farmers Market. Full payment must accompany application.  
 Mail to: P.O. Box 1131, Bellingham, WA 98227

## SIGN BELOW TO INDICATE YOUR ACCEPTANCE AND COMPLIANCE OF THE FOLLOWING.

I understand that failure to comply to the following may result in my expulsion from Market membership for the season without refund of my annual membership fees:

- I have read and agree to comply with the Handbook and Bylaws (available at [www.bellinghamfarmers.org](http://www.bellinghamfarmers.org)). I agree to abide by the policies and procedures of the Bellingham Farmers Market outlined in these documents. I understand that the Board of Directors may revise these policies at any time and will alert me of these change via email.
- I agree to park in BFM recommended areas and not in valuable customer parking.
- All vendors erecting canopies at the two BFM sites are required to have their canopies sufficiently and safely anchored (at least 25# per leg) to the ground from the time their canopy is put up to the time it is taken down. Any vendor who fails to properly anchor his or her canopy and signage will not be allowed to sell at the Market on that day.
- I have read and agree to comply with the Vendor Code of Conduct.
- I understand that I can only sell product that has been reviewed and approved by BFM. New products must be brought to the attention of the Market Director for BFM approval and may be subject to additional review.
- The Bellingham Farmers Market reserves the right to cancel a market at any time due to weather or other extenuating circumstances. Depending on the time of cancellation, daily stall fees may still be due.



# Crafter Application | 2016

Business Name \_\_\_\_\_

## Craft Product Description:

Please check/describe your products and list all that apply to you and indicate percentage you sell of each product. If you need more room please attach a separate sheet of paper.

- |   |        |       |
|---|--------|-------|
| <input type="checkbox"/> Jewelry                | _____% | _____ |
| <input type="checkbox"/> Clothing & Accessories | _____% | _____ |
| <input type="checkbox"/> Fine Art               | _____% | _____ |
| <input type="checkbox"/> Fiber Arts             | _____% | _____ |
| <input type="checkbox"/> Home Accessories       | _____% | _____ |
| <input type="checkbox"/> Furniture              | _____% | _____ |
| <input type="checkbox"/> Books/Cards            | _____% | _____ |
| <input type="checkbox"/> Photography            | _____% | _____ |
| <input type="checkbox"/> Garden Art             | _____% | _____ |
| <input type="checkbox"/> Bath & Body            | _____% | _____ |
| <input type="checkbox"/> Pottery                | _____% | _____ |
| <input type="checkbox"/> Baby Items/Kids/Toys   | _____% | _____ |
| <input type="checkbox"/> Other                  | _____% | _____ |

Please complete different description page for each product category of item that you intend to sell in the market. For example, if you are submitting wood items and pottery items, please complete two separate forms. Then on each form, please list the specific items that are being reviewed (i.e. wood plates, wood shelve; pottery bowls, pottery sculpture).

Describe your art/craft, and the process and materials used to create your work. During the jury, in addition to seeing your work in person, the information written below will become all the information that the craft jurors will have about your product. Your descriptions are an important aid in helping to evaluate your work. If you need more room you may attach a separate piece of paper.

Describe your art/craft:



# Crafter Application | 2016

**Business Name** \_\_\_\_\_

Describe the materials used to create your art/craft:

If you are jurying Bath & Body products please include a list of all ingredients in this jury form.

Describe the process, including tools that you use to create your art/craft:

Describe materials that you source locally to produce or market your product.

Please read and sign the following statement: I certify that I am making my product by hand or with the appropriate tools. My product is not the result of a kit assembly, commercially available plans or transfers, or the DIRECT RESALE of an imported or other commercially available product. I understand that my workspace is subject to an inspection by the Market Manager with her/his delegates, as provided for in the BFM Handbook. Craft vendors will be contacted at least 24 hours in advance of inspection.

**SIGNATURE:** \_\_\_\_\_

**RETURNING VENDORS ONLY:**

If you are jurying a new product, please explain how the new product fits within your existing product line.