



Dear Farmers' Market Vendor,

Attached is our vendor application for 2016.

Our market opens on May 7th this year and will run for 22 weeks, ending on October 1st. The committee is looking forward to a great year at the Market and to continued growth in revenue above the growth last year. The vendors totaled over \$136,000 in sales and we had an average of 360 people a week visit our market. We have a great "Advertising and Promotion" budget and are planning many promotions this year. New to the market is our background music system.

It's important to our customers to know their vendors will be there consistently each week. Our weekly space cost is still only \$15 and includes one 10' x10' tent and two tables. The first four weeks (\$60.00) of the market must be paid in full before the first market day. After the initial four weeks you are required to pay each week in advance. This charge is still among the lowest in Delaware and tents and tables are provided on a first come first served basis. We are also implementing a discount this year for those who choose to pay early:

Full year (22 weeks) \$297.00- 10% discount (\$330.00 reg. price)
Half year (11 weeks) \$156.75- 5% discount (\$165.00 reg. price)

Make checks payable to DMI (Downtown Milford Inc.).

Please have your application emailed or mailed and payment sent to us before April 22, 2016. We can be contacted by email- farmersmarket@downtownmilford.org.

Regards,

Farmers Market Committee
Downtown Milford Inc



2016 VENDOR APPLICATION

Riverwalk Farmers' Market Downtown Milford

To: Farmers Market Vendors

I hereby apply as a vendor for the year 2016. Market operations will be Saturdays from 9:00 AM to 1:00 PM. The season will run from Saturday May 7 - Saturday October 1, 2015.

Name _____
Business _____
Mailing Address _____
City _____ State _____ Zip _____
Email _____
Phone _____ Cell _____
Website Address: _____
Are you on Facebook? Y / N are you on Twitter? Y / N
Contact Person _____

PLEASE LIST ITEMS FOR SALE

**Give as much detail as possible as the committee reviewing
This application may not be familiar with your products**

RULES OF THE MARKET

1. We are a Farmers' Market; therefore farm and other food products are primary sales. Some craft and other homemade type items will be allowed. 70 % will be farm & food items.
2. All vendors are required to be in compliance with any and all requirements of the State of Delaware and we strongly recommend obtaining liability insurance. All vendors are responsible for the liability in and around their booth.
3. All products will be displayed in a clean and safe manner.
4. All vendors need to have their display in place before 9 a.m. No vendor should dismantle their display before the end of Market (1pm) unless asked to for safety reasons. (Wind, lightning, etc.)
5. All vendors are responsible for bringing their own help for unloading, loading and displaying their product. Our young volunteers are there to put up and take down tents and tables. Their safety is our number one priority and they should not be asked by a vendor to help move heavy or over-sized items that could potentially harm them.
6. All vendors must be courteous to other vendors. Unload quickly and move your vehicle to one of the designated public parking areas. Set-up your display once you have moved your vehicle.
7. Spaces will be assigned by the Market Master.
8. Regular attendance is expected at the market so your tent placement within the market will be affected by how frequently you attend. (Example: If you only come 10 weeks out of 22 you will not be guaranteed a prime spot on a corner or along the road)
9. Cost of each space will be \$15 and is non-refundable (See cover letter) Tables and Tents are provided at the Market on a first come basis. You are permitted to bring our own tables and chairs. (We do not provide chairs for vendors)
10. Smoking is not permitted.
11. Library parking lot may be used for loading and unloading only.

SPECIAL NOTE: All collected fees go towards advertising, equipment, set-up, maintenance, entertainment, DMI expenses, and other items as determined by the Farmers' Market Committee.

I/We agree to abide by all market rules.

Please print name _____
Date _____
Signature _____

Please return completed application to:

Downtown Milford, Inc.
P.O. Box 12
Milford, DE 19963
302-839-1180