The Fairwood Farmers Market (FFM) is a unique opportunity where neighbors can regularly connect with local growers, artisan food producers and crafters in a festive environment. FFM is held every Tuesday May 12 through October 13 in the parking lot at 319 W. Hastings, Spokane, next to Thomas Hammer Coffee. The market can accommodate up to 50 vendors. In 2019 we averaged 38 booths per market and 1100 attendees per week!

- The 2020 Market will run every Tuesday May 12-October 13.
- Vendor selections will be made on an ongoing basis. The ability of a vendor to stay in the market season is at the discretion of the board and manager.
- Booth Fees:
  - Full season: $504, or $478.80 if pre-paid by April 30.
  - Half season (12 markets): $300, or $285 if pre-paid by April 30.
  - Per Day $40/market (paid the day of market)
- Booth fees based on a 10’x10’ booth space. A limited number of larger spaces, corner spaces and spaces with electrical service and connected parking are available for an additional fee (see vendor application).
- Fees are not to be paid until acceptance into the market has been given. Receipt of payment prior to acceptance will not be a guarantee of acceptance into the market.
- This market is not intended to be a forum for religious or political views and agendas.
- Please read, initial, and sign the FFM rules. Submit the signed rules sheet with your application.

Mail, email or fax completed application to:

Fairwood Farmers Market, Karol Widmer
319 W Hastings Ave, Ste A
Spokane, WA 99218
Phone: 509-466-0682   Fax: 509-443-3764   Email: fairwood.market@gmail.com
2020 VENDOR APPLICATION

Business Name ________________________________ Name of owner ________________________________

Brief Description of Business and Products ______________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

Business or Farm Location _________________________________________________________________

Mailing Address:___________________________________________________________________________

City:___________________________ State:______ Zip:________________

Phone#: __________________________ alternate phone#:_______________________

Email address:____________________________________________________________

Best way to reach you? _____________________________

If you sell meat, seafood, poultry or other value added products, please provide the names and contact information for the certified facilities in which they are processed:
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

What is your anticipated sales in dollars per week? $____________

Circle the dates of the 2020 season you choose to attend OR circle “full season”:

FULL SEASON will you be available for all 23 markets? If not, which dates will you miss? ________________________________

May 12 19 26       June 2 9 16 23 30
July 7 14 21 28
Sept 1 8 15 22 29       Aug 11 18 25
Oct 6 13

If applying for full season, would you like a special booth space which covers the entire season (note, additional fees as noted apply)?

    Double Space $200_______    Electrical $50_______
    Corner $100______________    Attached parking $100________

Is there additional information that you would like to make us aware of?
________________________________________________________________________________________
________________________________________________________________________________________
Fairwood Farmer Market Rules are in place to ensure that the community receives the highest quality products grown or produced by local farmers, artisans and to set market guidelines for market activities. FFM is not intended to be a forum for religious or political views and agendas.

Please initial next to each rule.

1) Vendor Qualifications ______
   A. Farmers and Hand Crafters: These vendors should grow, produce or wild craft the products sold at market or resell according to the WFSMA criteria for resellers. Some of these qualifications are: grown in Washington, pre-approved by the board of directors, labeled accordingly. Under this qualification, products from U-pick operations, warehouses, gleaning, etc. are prohibited. Wild crafted (wild harvest) items such as huckleberries and mushrooms are allowed. Also, under this qualification, crafts must be manufactured by the seller with their own hands. Commercial, second hand or imported items are not allowed to be sold in these booths.
   B. Musicians: The music at the market is intended to provide entertaining and enjoyable diverse background music for the customers and vendors. Musicians must fill out an application and submit a demo cd for review. The market will provide a canopy over the stage area. Musician must have their own outdoor extension cords. There is no electrical fee. Musicians will be paid $100 per full market day. Also, musicians must report daily tips, so FFM can help set expectations for new performers.
   C. Concessionaires or Food Trucks: These vendors offer freshly made food available for sale and immediate consumption on site. These vendors are required to carry all necessary permits and licenses. Concessions vendors must fill out an application.

2) Market Time ______
   The season will run Tuesdays May 12-October 13. FFM hours will vary with sunset. Vendors may set up no earlier than 12:45 pm. Vendors should be in place and their vehicles must be out of the market by 2:15 pm. Tear down begins no earlier than market closing time. If a vendor sells out prior to the end of the market day, the vendor booth must stay intact until closing. Vendors should consider the needs of customers by parking further away.

3) Booth Space ______
   Booth fees entitle vendor to a 10’x10’ booth space; a limited number of larger spaces are available upon request and at an additional fee per addition and season. Booths will be identified with a sign bearing the vendor’s business name. Booths shall be kept clean and orderly during market hours. Vendors are responsible to clean up assigned space (including removing incidental trash) during normal period of market operations, including setup and tear down, must have their own canopies or umbrellas securely and safely anchored with at least 25lbs of weight on each leg of the canopy, from the time it is step up to the time it is taken down. Booth locations are made weekly at the discretion of the market manager. However, a reasonable attempt will be made to ensure that booth locations remain consistent throughout the season.

4) Pricing ______
   Pricing of goods is up to the vendor but pricing below cost, resulting in the undercutting of other vendors, is not allowed. Pricing complaints will be subject to FFM Board review. All vendors must report daily sales on provided forms.

5) Conduct ______
   The market strives to create a comfortable, family friendly atmosphere for all who attend. All vendors and their representatives are expected to conduct themselves in a professional, courteous and peaceable manner with customers and other vendors. Vulgar, aggressive or inappropriate language is prohibited. This market is not a forum for religious or political activities. No smoking or vaping is allowed on the market site or within 25 feet of site entrances. Customers who have legitimate complaints about the quality of the product should be
given a full refund or replacement by the vendor if requested. Vendor grievances should be referred to the onsite market manager and, if necessary, they will be brought to the governing board for resolution.

6) **Vendor Approval Process**
The governing board of the market will review and approve vendor applications on a rolling basis. Vendors will be approved based on the market rules and goals, and to make sure that there is a diverse and quality line up of products and crafts at our market. Please send in your application ASAP to be considered for the 2020 season. Vendors will be notified accordingly upon approval.

7) **Fees**
Fees are based on a 10’x10’ booth space as follows:
- Full season $504 or $478.80 if pre-paid by April 30.
- Half season $300(12 markets) or $285 if pre-paid by April 30.
- Per Day basis $40/market, payable day of market.
Special booth space available upon request for additional fee that covers the entire season: Double space $200, Corner space $100, Electric service $50, or Space with a parking space $100.

8) **Cancellation**
The market manager must be notified of cancellations by no later than 8:00am on Monday of the same week. If notice of cancellation has not been received and confirmed by such time, a written warning will be sent to the vendor. The second time such an occurrence takes place a written warning as well as a $25 fee will be assessed to the vendor and the vendor will not be allowed to sell at the market until the fee has been paid. A third occurrence will be grounds for removal from participation in the market. No refund of full or half season fees will be given when a vendor is removed due to a rule violation.

9) **Inclement Weather**
The market will be canceled at the discretion of the market manager and/or governing board. In the case of inclement weather prior to the opening of the market, the market manager will call all vendors to notify them of cancellation and musicians will not be entitled to payment. In the case of possible inclement weather or warnings, vendors should still arrive at the market as normally scheduled. Otherwise, the market will run normally, weather permitting. Our smoke policy will be based on the Spokane Regional Clean Air Agency’s website ([Spokanecleanair.org](http://Spokanecleanair.org)). When the Air Quality Index (AQI) is below 200, the market will operate as usual. An AQI between 200 and 300 is optional attendance for vendors and employees. If the AQI exceeds 300, there will be no employees at the market. Please remember that vendor and musician presence helps build customer loyalty to the market. Arriving as planned is a courtesy to your fellow vendors and market staff and prohibits last-minute gaps in the market lineup. However, if weather or other unforeseen circumstances cause a disruption, musicians will be paid $25 per hour for each hour (or any part of an hour) in which they perform.

10) **Compliance**
The vendor is solely responsible for compliance with all applicable rules and regulations governing the growing, production and marketing of their goods. The vendor is asked to provide the market with a copy of any necessary permits.

11) **Insurance**
Vendors shall maintain their own liability insurance and shall provide proof of insurance to the market manager. Vendors shall make a bona fide attempt to have their insurance company name Fairwood Farmers Market as an additional insured on their policy. Vendors accept responsibility for damage caused by their canopy, regardless of whether market anchoring guidelines are met. Please safely secure your canopies. Fairwood winds often reach 15+ miles per hour or more.
FFM is a tax-exempt, non-profit entity governed by a Board of Directors. The current board is comprised of two Fairwood neighborhood representatives, two corporate sponsor representatives and two vendor representatives. More board positions may be added in the future as needs are determined.

FFM is a member of the Washington State Farmers Market Association and its associated affiliations.

I HAVE READ AND AGREE TO ABIDE BY THE ABOVE STATED RULES, AND FURTHER AGREE TO ALLOW THE FAIRWOOD FARMERS MARKET GOVERNING BOARD ACCESS, WHEN REQUESTED, TO MY FARM OR PLACE OF PRODUCTION FOR THE PURPOSE OF VERIFYING THAT THE PRODUCTS SOLD AT THE MARKET HAVE BEEN GROWN ON THE FARM BY THE VENDOR OR HAND PRODUCED BY THE CRAFTER.

____________________________________________________________________Vendor Name (please print)

____________________________________________________________________Signature

____________________________________________________________________Date