

**Woodstock Market on the Green
2022 Vendor Application**

Your name: _____ Phone No. _____

Farm/business name: _____

Mailing address: _____

County of residence: _____ E-mail: _____

Is e-mail a reliable way to contact you? _____

Are you a member of the Woodstock Area Chamber of Commerce (WACC)? YES NO

Please list the products you intend to sell and give a detailed description of how, where, and by whom they are made or grown:

Craft Vendors: Please send 4 photographs of your work. Enclose a SASE if you want them returned to you. Crafters will be juried and will be accepted for **half season** – shared with another craft vendor, half season options please check one first half, second half or alternating weeks:

- _____ **June 1 through August 3 (\$162.50)**
_____ **August 10 through October 12 (\$162.50)**
_____ **Alternating weeks**

Agricultural and Prepared Food Vendors: Please indicate your preference for vending below:

- _____ **Entire Season (20 weeks) (\$325) ***
_____ **June 1 through August 3 (\$162.50)**
_____ **August 10 through October 12 (\$162.50)**

*Chamber members who vend for the entire season will receive a 20% discount.

A maximum of 35 weekly vendors will be accepted into the Market on the Green. Additional vendors will be placed on a waiting list to sub-in for reserved vendors who cannot make it on one of their scheduled market dates.

If you are not accepted as a reserved Market vendor, would you like to be placed on the waiting list? YES NO

If yes, how much notice do you need if there is a cancellation and a space becomes available?

_____ last minute _____ 3 days _____ 1 week

**Return application, liability release form, and \$50 deposit (payable to WACC) by
March 1, 2022 to:
Woodstock Market on the Green
PO Box 486
Woodstock, VT 05091**



**Woodstock Market on the Green
2022 Product Liability Release Form**

I understand that individual product liability coverage is my responsibility as a vendor. I do hereby release the Woodstock Area Chamber of Commerce and the Woodstock Market on the Green, as well as the Board of Directors, Market Coordinator, Town and Village of Woodstock, Vermont, and its governing officials from liability due to my product(s).

I have read and agree to comply with the Market Rules of the Woodstock Market on the Green.

signature

date

please print signed name above

name of farm/business

2022 Woodstock Market on the Green

Market Rules

1. Eligibility of Vendors

Products should be locally grown or made and produced by the vendors or their immediate representatives. The Market Committee of the Woodstock Area Chamber of Commerce (WACC) will consider the following questions when jurying a potential vendor:

- a) Are the products grown or made locally by the vendor in Windsor, Windham, Rutland, or Orange counties?
- b) Is the crafter/artisan or prepared food vendor who is applying currently represented by a gallery or shop in Woodstock?
- c) Are the products home or shop made?
- d) Do the products have a homespun quality?
- e) Will the products benefit the market as a whole?
- f) Is the applicant a member of the Woodstock Area Chamber of Commerce (WACC)? (Not required.)
- g) Is the vendor willing to commit for the whole season?
- h) Do the prepared foods utilize local ingredients?
- i) If a previous vendor, has vendor adhered to market rules?

2. Market season and hours of opening

- a) The Market on the Green begins June 1 and goes through October 12, 2022.
- b) The Market on the Green is open to vendors for setup beginning at 1:00PM on Market day.
- c) The Market is open for selling between 3 and 6 PM. Vendors are expected to be prepared for opening at 3 PM and stay until closing at 6 PM.
- d) The Market will be open, rain or shine unless dangerous thunderstorms are predicted.
- e) Each vendor is responsible for having his or her space vacated and clean by 7 PM

3. Eligibility of products

- a) Only local products grown or produced in Windsor, Windham, Orange or Rutland Counties may be sold.
- b) Products must be of high quality and may include agricultural products, prepared foods, or crafts. All products are subject to the jurying of the Market Committee of the WACC.
- c) In order to maintain a balance of products sold, vendors must indicate the percentage of products offered for sale based on the following three categories which are defined as such:
 - Agricultural products consist of food, fiber, plants or flowers that were grown by the vendor. This includes value-added agricultural products that are composed of 50% or more of ingredients or raw products that were grown on their own farm or property.
 - Prepared foods include foods and beverages prepared by the vendor and that do not meet the definition of agricultural products. Food vendors are encouraged to source local ingredients as much as possible.
 - Crafts are non-agricultural and non-food products that are crafted by the vendor.
- d.) Vendors who wish to sell additional products during the vending season that are not listed on their application, will need to submit a written request to the Market committee for approval.
- e) All craft items will be juried by the Market Committee before being accepted to assure quality & suitability for a farmers' market in Woodstock. Crafters will be juried on an annual basis without preference to previous vending.

- lawn. The Market committee will assign vendor spaces.
- c) All booths, stands and displays are subject to Market Committee approval.

7. Parking – (non-adherence will be considered a market rule violation)

- a) **UNLOADING:** Vendors will have ten reserved parking spaces at the west end of the Green for unloading. As soon as product has been unloaded, the vendors will need to move their vehicles to the parking lot of the Elementary School on School Street (or in a designated area during the school season) for the duration of the market.
- b) **Metered and non-metered spaces near or around the Green are not to be used by vendors during the Market and must be left for customers in order to maximize attendance.**
- c) Vendors may again park in the spaces at the west end of the Green to load products and tables back into their vehicles at the conclusion of the Market.

General Market Regulations

- a) Each vendor must keep his or her space and surrounding area clean. Vendors who sell items that may be consumed at the market must provide their own trash receptacles. Barrels at either end of the Green provided by the Town of Woodstock are for customer use only.
- b) Consumption of alcoholic beverages is not permitted at the Market except for tastings offered by an approved Vermont wine vendor.
- c) It is a Woodstock Village ordinance that there is no smoking on the Green.
- d) Vendors are required to notify the Market Coordinator by telephone at least 24 hours in advance if they are unable to attend the Market so that a replacement can be contacted. **A fee of \$25.00 will be applied if 24 hours is not given.**
- e) Vendors are required to report their sales totals at the end of each half market season. Vendors will be given a form at the beginning of each market half season.
- . The reporting will be anonymous and confidential. This will assist the committee in market analysis, guide future improvements, and is a requirement for the Market to qualify for NOFA (Northeast Organic Farming Association) funding.

Trash

- a) The Village of Woodstock passed an ordinance that requires recycling on the Green. Vendors are required to take any trash they create (i.e. cardboard boxes) home with them.
- b) Prepared food vendors are required to provide a trash receptacle at their booth and remove the trash at the end of the day.

Enforcement

- All vendors are expected to know and follow the Rules of the Woodstock Market on the Green or will be subject to permanent dismissal from the market. If a vendor is not complying with Market Rules, the below steps shall be taken in the order in which they appear. The violations can be of the same Rule or of different Rules. The Market Coordinator has the responsibility to monitor market operations and vendor compliance during each market.
- On the first offense, a verbal warning will be given to the vendor stating which guideline has been violated and noting the specific nature of the violation. Written documentation of the verbal warning will be provided to the Market on the Green committee.
 - On the second offense, written warning will be issued to the vendor stating which guideline they have violated and noting the specific nature of the violation. Written documentation will be provided to the Market on the Green Committee and the WACC Board of Directors.
 - If a third offense occurs, the vendor will be asked to leave the market and not return for the remainder of the season; there will be no refund of fees paid; participation in future seasons will be