



## **2023 VENDOR MARKET APPLICATION**

**Application and Fees:** Those wishing to participate in the Buffalo City, WI Wednesdays at the Park Vendor Market must complete this application form, agree to the market rules below and submit all with payment to the Buffalo City Clerk at least one week prior to the event they wish to attend.

**Vendor/Market Rules:**

1. Market hours are 5pm to 7 pm. Sales are NOT allowed prior to 5PM. This being the first year we will adjust end sales times based on attendance but Vendors must stay in place until at least 7pm.
2. Vendors must be in place by 5PM and stay until at least 7PM.
3. Vendors may not begin setting up until 4 PM on the day of the Market. All vehicles must be parked off off the vending area in the designated vendor parking area prior to 5PM.
4. Vendors are allowed a space that will be determined and must be within the designated space given to them. Vendor Market site manager will be the final say on all questions.
5. If electricity is provided – you must provide your own safe and operational electrical cords.
6. Vendors are responsible for clean-up of their areas after every market. Area must be completely cleaned and left as it was when you arrived no later than 9 pm that day.
7. Vendors will provide their own set-up, tables, tents, signage etc.
8. Each Vendor is responsible for and liable for his/her own produce/product and area during the entire stay at the Market.
9. Vendors may only sell homegrown, homemade, home raised, handmade or handcrafted items. No resale, wholesale sales will be allowed. Council decision will be final.
10. Vendors agree to abide by the Wisconsin Department of Ag and Buffalo County Health Department guidelines as established in their “Farmer’s Market Guide” provided with this application.
11. City Council will make the final decision on what Vendors are acceptable at the Farmer’s Market. Applications must be submitted at least one week prior for approval to be considered.
12. Vendor fee is non-refundable. If you are approved and are not able to attend the fee will not be returned. Arrangements may be made for later date venues if available.

**Application and booking options on the next page must be completed and returned with payment to:**

**City of Buffalo City, 245 E. 10<sup>th</sup> Street, Buffalo City, WI 54622 at least 1 week prior to Market date.**

Name:

Address:

Phone:

Type of Products being sold:

VENDING OPTIONS:

OPTION #1 - Book entire Season (Come when you can or want to) \*\*If we go into October these will be included in your Seasonal Pass. As a seasonal pass vendor you are expected to show up to vend or contact the Clerk at least one week prior to a no-attendance date. We want to assure our shoppers there are vendors at the market.

(Every Wednesday June-September – 16 Wednesdays (does not include July 5th) - \$150

\*\*\*Electrical Needed – \$225

OPTION #2 - Book Certain Wednesdays - \$15/Wednesday – Circle dates you wish to attend

\*\*If you decide to come additional dates please contact City Clerk to check availability for booking

June 7	Aug 9
June 14	Aug 16
June 21	Aug 23
June 28	Aug 30
July 12	Sept 6
July 19	Sept 13
July 26	Sept 20
Aug 2	Sept 27

TOTAL # - \_\_\_\_\_ X \$15 = \_\_\_\_\_ OR \$150 PACKAGE  
Or \$20 w/electricity \$225 w/electricity