

East Side Open Market
2008 Produce or Food Vendor Application
June 12 - October 9

*Denotes required information for application consideration. Please print clearly.

*Business /Organization Name _____

*Contact Name _____

*Street Address _____

*City _____ State _____ Zip Code _____

*Growing Location (if different) _____

*Home Phone: (____) _____ Business Phone(____) _____

Fax(____) _____ Cell / Day of Event (____) _____

*E-Mail _____ Website _____

Organic Certifying Agency (if applicable) _____

Organic Certification Number (if applicable) _____

The state of Wisconsin requires that a farm/ agricultural product be certified by a recognized agency, in order to state or post that your product is organic at point of sale.

The vendor is personally responsible for holding correct permits and to observe the rules set forth to conduct business at the ESOM. Please call the appropriate agency for requirements and fees. Please be sure to check for the latest revisions of requirements for vending at markets. Please provide us with a copy of your licenses and permits prior to and/or on the first market day.

City of Milwaukee Health Dept. (414) 286-3674

State Seller's Permit (non-food items) (414) 227-4444

Please describe the items / services you wish to display or sell:

Special Needs (Please specify any special needs you may have)

***Directions to growing location from the city of Milwaukee**

***List of items grown on your farm that you will bring to the market:
Please use and attach additional sheets as needed**

You have requested a 10' x 10' booth at the East Side Open Market. Fees for rental are as follows:

Seasonal Fee (16-18 market days) \$300**

Daily Fee (per space/per market day available on a limited basis) \$20

**Seasonal vendors will be given first priority and placement in the order that applications are received.

Fees and Forms are due by April 12, 2008

Make checks payable to: **East Side BID #20**

Send to:

Vana Adams

c/o Freight Train

727 Milwaukee St.

Milwaukee, WI 53202

(414) 226-2113

(414) 226-2119

Please read carefully:

Selling privileges at the East Side Open Market (ESOM) are extended to produce growers and agricultural food processors under certain conditions as stated in the ESOM Rules and Regulations. The vendor is personally responsible for holding the correct permits to conduct business at the East Side Open Market. Please call the appropriate agency for requirements and fees. For State Seller's Permit (non-food items) call the State of Wisconsin at 414-227-4444.

Please note that tents, tables, and seating are the responsibility of the vendor. You may wish to bring tenting in case of strong winds or rain. Electricity will not be available.

I agree to protect, indemnify, and hold harmless the East Side Business Improvement District from and against any and all causes of action, claims, demands, suits, liability or expense by reason of loss or damage to any property or bodily injury to any person, including death, as a direct or indirect result of use of any rented or occupied market space or in connection with any action or omission of the renter who shall defend the East Side Business Improvement District or City of Milwaukee in such cause of action or claim.

Authorized Signature _____ Date_____

*Please fax or mail this application by April 12th. Upon approval of application, booth fees may be required.

East Side Open Market
Produce Vendor Rules and Regulation
2008 Season
June 12 - October 9

The East Side Open Market (ESOM) committee has approved the rules set out below for the 2008 market season. Several market managers will be present the day of the market to administer these rules and regulations. Violation of these rules can result in suspension of your current and future vending privileges. Matters not covered in the rules and regulations must be first brought to the marketing manager and will be reviewed and decided upon by the ESOM committee and/or the Executive Director for the East Side Business Improvement District #20.

All produce or agricultural products sold at the ESOM must be locally grown and/or produced. No resale of vegetable produce or fruit produce will be allowed. The ESOM reserves the right to bring in an out of state vendor that provides missing elements to the market until such time as a Wisconsin vendor can be secured for the same item

Vendors are allowed to co-op items from another farm, they must however, have either worked with or have a complete knowledge of its production, facility and product information and must carry supporting license documentation for the product(s). The ESOM will also need an application filled out by the co-op farm with the same required information as the seasonal vendor to be submitted in advance (copies of application acceptable). All such co-op items must be pre-approved by the ESOM committee prior to bringing to the market. The ESOM reserves the right to request the vendor to cease bringing a co-op item if a new seasonal vendor is brought into the market that personally produces the same product.

Growers or vendors of processed agricultural products are required to make their growing locations and/or production facilities available for a visit by committee members during the growing season. Only fully completed applications for all required questions noted with a (*) and signed applications will be considered for the upcoming ESOM. A welcome packet will be sent to all vendors accepted by the ESOM committee to assist you with a variety of market related permits and issues, contact numbers and other market tips.

Vendors must hold, display, and are solely responsible for all pertinent local, state, health licenses and weight scale compliance for the sale of their product. Certified Organic growers and producers should have their certificate and associated identification numbers. All such documentation should be prominently displayed for the public and governing agency inspection.

(See back for additional rules and regulations, your signature is required as part of the application process)

Seasonal vendors have the right of first refusal to renew their permit each and every year. Market stall placement will be determined by the order applications are received. If a vendor is seeking additional space, they may rent a space if it is available. Seasonal fees are due by May 12th to secure your seniority and placement. Payment arrangements can be made with East Side BID office if needed.

Vendors will be expected to arrive by 2:00 pm and load off their items for sale. All vehicle(s) must be off the market lot by 2:30 pm. If a vendor has not arrived or contacted the market manager by phone by 2:15 pm, they may have their spot forfeited to a daily vendor. Vendors additionally must be ready and prepared to do business for all hours of the market from 3:00 pm to 7:00 pm. Packing up of booths may not take place before 7:00 pm and should be finished by 8:00 pm being considerate of our host at Beans and Barely to reopen their parking lot.

Vendors must pick-up their vending locations after each use. Failure to clean up will result in a \$20.00 fine payable to the East Side BID #20 and will be added to the next week's market fee or to be sent by mail.

All issues or complaints should be brought immediately to the market manager on that day. If the issue cannot be addressed immediately, the market manager will forward the issue to the ESOM Committee for resolution before the next market day.

The ESOM Committee and the East Side BID #20 board of directors reserve the right to amend or change these rules as the need arises.

We are excited to start this new season with you and have put these rules in place for your protection and the integrity and longevity of our great market.