

**VILLAGE OF DEERFIELD FARMERS MARKET
PRODUCER'S APPLICATION FOR PERMISSION TO SELL**

Returning vendors must submit applications no later than **March 2nd, 2019**

Date: _____

PRODUCER/VENDOR INFORMATION

NAME OF FARM or BUSINESS _____

CONTACT PERSON(S) _____

ADDRESS _____

TELEPHONE _____ CELL _____

E-MAIL _____

WEBSITE _____

EXACT LOCATION OF LAND USED FOR PRODUCTION

ITEMS OF PRODUCTION FOR SALE (Include ALL products to be sold – attach additional sheet if necessary):

PRIMARY ITEM FOR SALE (Circle One): Vegetables Fruit Flowers Berries
Other (Specify) _____

SECONDARY ITEMS FOR SALE (Circle): Vegetables Fruit Flowers Berries
Other (Specify) _____

CROPS are grown in: Fields Orchards Greenhouses

(Circle all applicable and if necessary, attach itemized list of crops on additional sheet):

LAKE COUNTY HEALTH DEPT. TEMPORARY FOOD SERVICE PERMIT REQUIRED _____
(Vendors selling or offering samples of processed food for human consumption must apply for a TFS Permit)

ELECTRICITY NEEDED _____ Yes _____ No

For Village Use Only – Status:

Approved _____ Date _____ Space(s) assigned _____ Electricity Needed _____

Vendor Fees: Amount Paid _____

Liability Insurance: COI Received _____ Exp. Date _____ Renewal Certificate Rec'd _____

LCHD Temporary Food Service Permit Required _____

SALES TAX and LIABILITY INSURANCE

ILLINOIS SALES TAX LICENSE NUMBER: _____

(If license has not been received, give application date)

PRODUCT LIABILITY INSURANCE POLICY NO.

Copy of current certificate of insurance must accompany this application. Policy must remain in full force and effect through the end of market season. If policy expires prior to the end of the market season, Vendor must submit a new certificate evidencing renewal of liability insurance.

INSURANCE COMPANY _____

LIMIT: _____

2018 MARKET ATTENDANCE All _____ Other _____ (Circle Dates)

June	15	22	29		
July	6	13	20	27	
August	3	10	17	24	31
September	7	14	21	28	
October	5	12			

<p><i>Special Dates and Events</i></p> <p>September 28 – Harvest Fest</p>

VENDOR FEES - Number of Producer Spaces Needed* _____

A *producer space* is the equivalent of two standard parking spaces, approximately 17' W x 19' L. A minimum of one producer space is required at the rate of \$10 per week. Additional spaces will be assessed as follows: \$5 per week for each additional ½ producer space (i.e. one parking space) up to a maximum of \$25 per week for 2½ producer spaces (i.e. five–six parking spaces).

Weekly Vendor Fee Schedule:	1 producer space (two parking spaces)	\$10
	1½ producer spaces (three parking spaces)	\$15
	2 producer spaces (four parking spaces)	\$20
	2½ producer spaces (five-six parking spaces)	\$25

VENDOR BIO -- Please include a brief bio of your farm or business for inclusion in our market website and Facebook page. If you have a website or social media presence, be sure to include the web address so we can provide a link to your site and a photo if you would like that included.

PLEASE DO NOT SAY SAME AS PREVIOUS – IF YOU WANT THE INFORMATION INCLUDED PLEASE LIST HERE

AFFIDAVIT

I/We, _____, hereby agree to sell or offer for sale at the Village of Deerfield Farmers Market, only such items which are listed in the application, and which are of my/our production on the described property. I/We swear that all information is correct and complete to the best of my/our knowledge. I/We hereby affirm that I/we have read and understand the RULES OF OPERATION and agree to abide by all rules that have been established for the operation of the Deerfield Farmers Market. I/We acknowledge full responsibility for all activities and conduct. I/We further acknowledge full responsibility for all activities conducted throughout the term of this permit and agree to hold the Village of Deerfield harmless and to indemnify the Village of Deerfield from any and all claims arising under this permit. I/We also affirm that I/we carry an insurance policy that will protect against liability and that I/we must carry proof of said insurance when attending the Village of Deerfield Farmers Market.

_____ Signed	_____ Date
_____ Signed	_____ Dated

WHEN COMPLETED, RETURN THIS APPLICATION TO:

Village of Deerfield
Farmers Market Manager
850 Waukegan Road
Deerfield, IL 60015

To reserve your vendor space, vendor fees are due in full by **March 2nd, 2018**. Vendor fees are non-refundable. Every effort to assign you the same vendor space will be made. The Market Manager reserves the right to relocate vendors at any time during the market season depending on space availability.

Please make all checks payable to the Village of Deerfield. The Farmers Market Committee reserves the right to approve all applications. Please keep a copy of the completed application for your records.

Application Checklist (as applicable):

- Vendor Application
- Check for Vendor Fees (payable to the Village of Deerfield)
- State of Illinois Tax License Information
- Current Certificate of Liability Insurance (application is not complete without insurance certificate)
- Organic Certification
- Lake County Health Department Permit
- Producer History (new applicants only)

Current space may not be available if the application is returned after **March 2nd, 2018**. Please return to Management Analyst David Fitzgerald-Sullivan at 850 Waukegan Road, Deerfield, IL 60015. Or via e-mail to dfitzgerald@deerfield.il.us.

VILLAGE OF DEERFIELD
FARMERS MARKET AFFIDAVIT FOR SELLING PRODUCT LABELED
“ORGANICALLY GROWN”

(Please attach copy of Organic Certification)

I/We, _____, certify that the products I/we sell that are labeled as “organically grown” have not, nor will not, receive any chemical pesticides or fertilizers, other than naturally occurring, this year.

Signed

Date

Signed

Date

CELEBRATING 25 YEARS!

This year is our 25th anniversary of the market. Many of you have a long history with the market. Any special memory, thoughts or comments of the market we would love for you to include them below along with how long you have been participating in the market.

We would love to hear from all of you regardless of how long you have been with the market.

We will be contacting you separately about special events etc.

PRODUCER/FARM HISTORY

The following information is requested of NEW applicants only. Use additional paper if necessary.

HOW MANY YEARS IN BUSINESS? _____

HOW MANY YEARS HAS THE FAMILY BEEN INVOLVED? _____

LIST MEMBERS OF YOUR FAMILY INVOLVED IN THE FARM/BUSINESS TODAY

WHAT IS THE HISTORY BEHIND YOUR FARM/BUSINESS (How it started, etc.)?

PLEASE PROVIDE US WITH DETAILS ABOUT THE FARM/BUSINESS (awards, events of historical significance, etc.)
