



# Merriam Farmers' Market

## 2017 Vendor Application (Full Season)

### Merriam Marketplace

5740 Merriam Drive, Merriam, Kansas

### Fees

Fees include occupational license, the receipt is the license for the dates indicated. All space sales are final. There are no refunds. The City of Merriam reserves the right to accept or reject any or all applications at its discretion.

### Returning Vendors

A \$100 deposit is due by February 17, 2017 from returning 2016 vendors to secure stall/s for the season. **Saturday Market** Stall fee will be \$360.00 per stall, a limit of two (2) stalls per vendor (\$15.65 per week average). **Wednesday Market** Stall fee will be \$100.00 per stall, a limit of two (2) stalls per vendor (\$7.69 per week average). Any Saturday full season vendor can receive 50% off the Wednesday season (\$50). Both Markets (\$410). All balances must be paid by March 17th, 2017.

### New Vendors

Applications will be processed on a first come, first served basis. Applications must be accompanied by \$100 deposit check. All applications will be dated and timed, then placed on hold until after the February 17<sup>th</sup> deadline for returning vendors from previous season. Staff will begin reviewing new applications on Monday, February 20th and notification of acceptance will be made February 28th, checks will be processed that same day. If new vendor is accepted, the final balance must be paid by March 17, 2017.

### Season Schedule

<b>SATURDAYS</b>	May 6 – October 14, 2017	7:00 am – 1:00 pm	24 weeks season
	(No charge for September 9 <sup>th</sup> - Car Show Day)		
<b>WEDNESDAYS</b>	June 7 – August 30, 2017	5:00 pm – 8:00 pm	13 weeks season

### Important Things to Remember

- Turkey Creek Car & Motorcycle Show (Saturday, September 9, 2017) This is a free day for full season vendors. Those still interested in selling that day will be relocated to the Southeast Parking lot at Irene B. French Community Center, 5701 Merriam Drive.
- ServSafe program- All vendors will be required to be certified to serve samples in 2017. This requires all vendors to complete a ServSafe Starters Employee Online Course [www.servsafe.com](http://www.servsafe.com). Vendors may incur a small fee to take the course. (The manager's course is NOT required.)
- The sale of eggs and frozen meat is permitted at the Marketplace.
- The sale of food related items, i.e. recipes; dried pasta, prepackaged food items like popcorn, etc. will be permitted.
- The maximum of four baked goods and four jewelry vendors at any time will be enforced throughout the year.
- Incentive program for new produce vendors is continuing. Any full season vendor who brings in a **produce** vendor that participates 80% of weekends during June-August will receive a \$100 discount on their 2018 fee.

**2017**  
**SATURDAYS**  
 May 6 – October 14  
**WEDNESDAYS**  
 June 7 – August 30  
**VENDOR APPLICATION DEADLINE**  
 February 19

# Vendor Application .....

Name		Date of Birth		
Company Name		KS TAX ID # (needed for market registration with the State of Kansas)		
Address		City	State	Zip
Home Phone	Work Phone		Cell Phone:	
Email Address		Website		

## Check the category that best applies

- Produce
- Produce and Some Handmade Crafts
- Handmade Arts and Crafts (limit of 4 jewelry booths for the year)
- Baked goods, concessions, honey (limit of 4 baked goods booths for the year)

Incentive program for new produce vendors is continuing. Any full season vendor who brings in a new Produce Vendor will receive a \$100 off next year's application fee.

## Produce Vendors

Are you interested in registering for the 2017 Kansas Senior Farmers' Market Nutrition Program (KSFMNP)?

- Yes I am interested, please get me more information when available
- No I am not interested

What are you selling? Please check all that apply.

- |   |                                      |  |  |                                       |
|---|--------------------------------------|--|--|---------------------------------------|
| <input type="checkbox"/> Apples         | <input type="checkbox"/> Carrots     | <input type="checkbox"/> Hanging Baskets | <input type="checkbox"/> Nursery Stock     | <input type="checkbox"/> Potatoes     |
| <input type="checkbox"/> Apricots       | <input type="checkbox"/> Cherries    | <input type="checkbox"/> Herbs           | (specify)                                  | <input type="checkbox"/> Pumpkins     |
| <input type="checkbox"/> Asparagus      | <input type="checkbox"/> Cider       | <input type="checkbox"/> Honey           | <input type="checkbox"/> Nuts (in general) | <input type="checkbox"/> Raspberries  |
| <input type="checkbox"/> Baked goods    | <input type="checkbox"/> Corn        | <input type="checkbox"/> Jams/Jellies    | <input type="checkbox"/> Peas              | <input type="checkbox"/> Rhubarb      |
| <input type="checkbox"/> Bedding plants | <input type="checkbox"/> Cucumbers   | <input type="checkbox"/> Lettuce         | <input type="checkbox"/> Peaches           | <input type="checkbox"/> Strawberries |
| <input type="checkbox"/> Blueberries    | <input type="checkbox"/> Cut Flowers | <input type="checkbox"/> Melons          | <input type="checkbox"/> Pears             | <input type="checkbox"/> Squash       |
| <input type="checkbox"/> Boysenberries  | <input type="checkbox"/> Grapes      | <input type="checkbox"/> Misc. Berries   | <input type="checkbox"/> Peppers           | <input type="checkbox"/> Tomatoes     |
| <input type="checkbox"/> Cabbage        | <input type="checkbox"/> Green Beans | <input type="checkbox"/> Mushrooms       | <input type="checkbox"/> Plums             |                                       |
| <input type="checkbox"/> Other _____    |                                      |  |  |                                       |

Will you be selling any items that you do **not** grow or produce?  YES  NO

\*\*If you check YES, please remember that you will be required to exhibit where the product was grown.

## Handmade Arts & Crafts Vendors (Subject to Jury)

Please list the items you intend to sell

**Full Saturday Season** May 6–October 14, 2017

- One stall (\$360)
- Two stalls (\$720)

**Full Wednesday Season** June 7–August 30, 2017

- One stall (\$100)
- Two stalls (\$200)

\$ \_\_\_\_\_ **Total Due**      \$ \_\_\_\_\_ **Deposit**      \$ \_\_\_\_\_ **Balance due 3/17/17**

The City reserves the right to reject applications from vendors with a history of noncompliance or disregard with Merriam Farmers' Market rules and regulations. A list of booth workers may be required for approval during the season.

Your application will not be processed without the following items:

1. Completed application
2. Deposit of \$100 (by February 17) or full stall space payment balance due by March 17, 2017.
3. **Salsa, mustard, sauce, concession vendors ONLY:** Please attach a copy of your General Liability Insurance Policy listing the City of Merriam as additionally insured.
4. Return application to: Irene B. French Community Center, 5701 Merriam Dr., Merriam KS 66203

**Please Check:**

Yes, I plan to sell on September 9<sup>th</sup> during the Turkey Creek Car and Motorcycle Show, and I understand that my booth will be relocated to the southeast parking lot area of the community center.

No, I do not plan to attend on September 9<sup>th</sup> during the Turkey Creek Car and Motorcycle Show

Yes, I would like to be on the Steering Committee for the 2017 Season. (Current members, please check if you want to continue to be on the committee. **MUST HAVE BEEN A VENDOR FOR ONE YEAR.**)

The undersigned agrees to hold harmless and release the City of Merriam, its agents and employees, from any liability which may be suffered by the above named individual registered with the Merriam Farmers' Marketplace arising out of or in any way connected with participation in this market. The undersigned authorizes the City of Merriam to use at its discretion, any photographs taken of the vendor during the market day and wave any and all claims that the vendor or undersigned or heirs or assigns may have or claim to have resulting from such photographs or reproduction thereof.

The City of Merriam does not discriminate against anyone on the basis of race, color, national origin, age or disability, in the operation of any activity, program or service.

Merriam Parks and Recreation is committed to making accommodations as required by the Americans with Disabilities Act. Requests for reasonable accommodations must be made to Merriam Parks and Recreation one week prior to the start of a program. Please indicate what accommodations are needed

The undersigned acknowledges and understands that all liabilities associated with products sold by the undersigned are solely the responsibility of the undersigned. The undersigned understands that no space refunds will be given if he/she decides to withdraw from the market at any time. The undersigned is solely responsible for collecting and remitting to State of Kansas all applicable sales tax.

\_\_\_\_\_  
Signature of Vendor Submitting Application

\_\_\_\_\_  
Date

**Return Application to:**

Merriam Farmers' Market, Attn: Dave Smothers  
Irene B. French Community Center, 5701 Merriam Drive, Merriam, KS 66203.

Receipt # _____	Date _____	Assigned Stall/s # _____
_____ Deposit _____	Full Amount _____	Balance _____

For more information about the Merriam Farmers Market contact Dave Smothers, Assistant Director at 913-322-5557 or email [daves@merriam.org](mailto:daves@merriam.org).