



2018 VENDOR APPLICATION

FRIDAYS ➔ 4:30-7:00 P.M. ➔ MAY 4 - SEPT 29

OUR PARTNERS:



WANT TO BE A VENDOR AT THE MARTINSBURG FARMERS MARKET? GREAT! HERE'S HOW:

The Martinsburg Farmers Market is growing again and we have a lot of exciting things planned for this season downtown.

- More Cooking and Chef Demos
- More Vendor Space
- More Walks with Docs
- Market Explorers Club for Kids
- More Main Street Concerts (14 weeks!)
- More Community Partnerships and Impact!
- Second Annual Farm 2 Fork Dinner – Last year's was amazing!

THESE COMMUNITY GATHERINGS MAKE OUR MARKET ON TOWN SQUARE THE PLACE TO BE ON FRIDAY EVENINGS!

CONTACT INFO:

Questions? Need more information? Please contact James Hersick.
Email: james@hersickwebster.com 📞 phone: **240-446-4495**.

Mail application to: 73 Stockade Court, Hedgesville WV 25427.



2018 VENDOR APPLICATION

FRIDAYS ➔ 4:30-7:00 P.M. ➔ MAY 4 - SEPT 29

RESOURCES:

Below are several useful resource contacts if you have any questions regarding your products.

RESOURCE NUMBERS:

Berkeley County Health Department
(304)-267-7130

WV Department of Agriculture/Labeling
Cindy Martel
(304)-469-9738

WV Weights & Measures, Division of Labor
(304)-722-0602

WVU Extension Service
Mary Beth Bennett
(304)-264-1936

Small Business Development Center
Mary Hott
(304)-596-6642

City of Martinsburg License Clerk
Peggy Proctor
(304)-264-2131 Ext. 256

PARTICIPATION REQUIREMENTS

The Martinsburg Farmers Market is open to vendors of **locally-produced** fruits, vegetables, plants, herbs, flowers, fibers, eggs, meats, baked goods, jellies, jams, honey, cheeses and/or other approved products.

West Virginia commercially produced jams, jellies, juices, or baked goods will be permitted. Apple Cider must be commercially produced according to State Law.

All vendors of processed food must comply with sanitary rules and regulations imposed by the Berkeley County Health Department and are responsible for obtaining the licenses and/or permits necessary to comply with town, country, and state regulations.

For your success and the success of the market, it is important consistently participate so that customers can get to know your products and look forward to shopping with you

GENERAL RULES & INFO:

- Please participate every week if possible. All vendors must commit to a minimum of 15 weeks this season. *Select dates on page 3.*
Vendor fee is \$5 per week paid upon being accepted as a vendor
- Business name of vendor must be prominently displayed.
- Provide a valid business license from the State of West Virginia
- Provide a valid business license from the City of Martinsburg (*\$15.00 yearly*)
- Provide a copy of your Liability Insurance
- Vendors must provide their own tables, chairs, canopy
- Vendors are responsible for their own area for set-up and clean up.
- The Burke Street Promise Neighborhood, The City of Martinsburg, Main Street Martinsburg and our partners will not be held liable for any injuries or damages incurred at the market.



2018 VENDOR APPLICATION

FRIDAYS ➔ 4:30-7:00 P.M. ➔ MAY 4 - SEPT 29

MARKET DAYS:

All vendors must participate and pay for at least 15 weeks, but you could pick them all!

- May 4th
- May 11th
- May 18th
- May 25th
- June 1st
- June 8th
- June 15th
- June 22nd
- June 29th
- July 6th
- July 13th
- July 20th
- July 27th
- August 3rd
- August 10th
- August 17th
- August 24th
- August 31st
- September 7th
- September 14th
- September 21st
- September 28th

Upon being accepted as a vendor, we'll send an invoice for the total amount due plus a flat \$5 City B&O tax.

VENDOR APPLICATION

NAME: _____

FARM/BUSINESS NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE: _____

EMAIL: _____

WEBSITE: _____

FACEBOOK: _____

EIN NUMBER: _____

Please provide a list the products that you are interesting in selling:

MAIL TO:
James Hersick
73 Stockade Court,
Hedgesville WV 25427.

E-MAIL TO:
james@hersickwebster.com