



PITTSBURG AREA FARMERS' MARKET MEMBERSHIP APPLICATION

The Pittsburg Farmers' Market operates as a dynamic, producer only, farmers market that contributes to the success of local food growers and producers by serving as a business incubator to strengthen our local economy and serve as a community gathering place while contributing to the education and health of southeast Kansas residents.

General Information:

Saturday, May 9, 2020 through Saturday, October 31, 2020.

Saturday selling time: 8:00 a.m. – 12:00 p.m

Wednesday June 10, 2020 through Wednesday, August 12, 2020

Wednesday selling time: 4:00 – 6:00 p.m.

Full Time Vendor:

Full Time Vendor is anyone who attends the market 15 or more times. Intended days of participation must be marked on the vendor application. Vendors must make absences known to the Market Manager by 5:00 pm on Wednesday prior to Saturday's market. A \$35 per Saturday fee can be assessed for missing the market.

Full Time Vendor's pay a \$180 seasonal fee with their application, plus 3% of sales on each market day the vendor sells at the market. This fee is applicable to any vendor selling on Saturdays or Wednesdays. The 3% is due to the Market Manager at the end of each market day.

Fees: \$180 for the season plus 3% of sales each market day. *The 2020 Vendor fee has been reduced due to the later start date.

Part Time Vendor:

A Part Time Vendor is anyone who plans to attend the market 14 or less times through the season. Applications will be accepted as space is available for Part Time Vendors. Part Time Vendors are limited to fourteen (14) appearances per season; however, the number of visits can be adjusted by the Market Manager or Advisory Board if space is available.

The Part Time Vendor pays no season fee but pays the daily rate of 6% of sales on each market day the vendor attends. All Part Time Vendors must pay a minimum fee even if their percentage of sales does not meet the minimum. The minimum fee is \$5.00.

Fees: 6% of daily sales or \$5.00 minimum.



**PITTSBURG AREA FARMERS' MARKET
APPLICANT INFORMATION**

Name (Please Print) _____

Business Name _____

KS Tax ID Number _____

Home Address _____

Business Address _____

City/State/Zip _____

Telephone _____ Cell Phone _____

Email Address _____

Items Selling _____

DATES OF PARTICIPATION REQUESTED

<p>_____ Full Time Vendor (15 or more Saturdays)- \$200 plus 3% daily sales fee on Saturdays and Wednesdays</p> <p>_____ Part Time Vendor (14 or Less Saturdays) – 6% of daily sales on Saturdays and Wednesdays</p>
--

Saturday Market Dates

Full Time Vendors must attend 15 or more Saturdays. Please mark the dates you intend to participate at the market.

May	9	16	23	30	
June	6	13	20	27	
July	4	11	18	24	
Aug	1	8	15	22	29
Sept	5	12	19	26	
Oct	3	10	17	24	31

Wednesday Market Dates

Please mark the dates you intend to participate at the market.

June	10	17	24		
July	1	8	15	22	29
Aug	5	12			



PITTSBURG AREA FARMERS' MARKET

APPLICANT INFORMATION

THE FOLLOWING CONTRACT MUST BE SIGNED FOR APPLICATION TO BE ACCEPTED

Disclaimer:

I, _____, hereby acknowledge full responsibility for all actions and activities which may occur as a result of my participation in the Pittsburg Area Farmers' Market, and I agree to hold the City of Pittsburg, its employees and volunteers, harmless and indemnified from any and all claims that might arise out of my participation. I understand that the Pittsburg Area Farmers' Market does not provide liability coverage for me or the products I offer. I have received and thoroughly reviewed a copy of the "Rules and Guidelines" governing my participation in the Pittsburg Area Farmers' Market, and I agree to abide by such rules and guidelines. This contract shall be effective from _____, 2020 through the end of the season.

Signature _____ Date _____

I agree to and give permission for my photographs to be used in advertising promotions.

Signature _____ Date _____

If you have questions please contact us by Email at PPRD@pittks.org, or call us at 620-231-8310.

Please return to:
Pittsburg Parks and Recreation Department
PO Box 688
Pittsburg, KS 66762

OFFICE USE ONLY:

Full Time Vendor Payment Tracking: Date: _____ Amount: _____ Cash/Check _____
Part Time Vendor: Date Received: _____ (no payment due with application)