



2023 Vendor Application

Please complete and return this form, along with the insurance requirement, by **April 29, 2023**.

Email mail@downtownsyracuse.com or send to:
Downtown Farmers Market, 115 W. Fayette St., Syracuse, NY 13202.

Vendor Information

Business Name: _____

EIN: _____

Farmers Market Nutrition Program #: _____

Contact Name: _____

Street Address: _____

City/State/ZIP: _____

Phone: _____

Email: _____

Facebook: _____

Instagram: _____

Website: _____

Product Information

Vendor type (Check One):

- Farmer (grow NY produce)
- Dealer (buy and sell produce)
- Crafter (hand-made wares using NY products)
- Food truck (selling made-to-order food)/Food stand (selling pre-made food)
- Non-profit organization
- Other (please specify): _____

Please check the products you sell, and specify examples (e.g. squash, corn, blueberries, beef):

- Fruits/Vegetables: _____
- Maple/Honey: _____
- Meat/Dairy: _____
- Baked Goods/Sweets: _____
- Meals/Prepared Foods: _____
- Crafts/Other: _____

Estimated % of product grown in New York State: _____

Booth Information

Booth size requested (please check one):

_____ Single (10 ft wide x 10 ft deep)

_____ Double (20 ft wide x 10 ft deep)

Do you require an electrical connection? (Check one) Yes No

Do you have your own 10' x 10' tent? (Check one) Yes No

(A limited number of tents may be available to borrow each week.)

Schedule

Weeks you are signing up to vend at the market (please check all that apply):

- | | | | | |
|----------------------------------|----------------------------------|------------------------------------|---------------------------------------|-------------------------------------|
| <input type="checkbox"/> June 13 | <input type="checkbox"/> July 11 | <input type="checkbox"/> August 1 | <input type="checkbox"/> September 5 | <input type="checkbox"/> October 3 |
| <input type="checkbox"/> June 20 | <input type="checkbox"/> July 18 | <input type="checkbox"/> August 8 | <input type="checkbox"/> September 12 | <input type="checkbox"/> October 10 |
| <input type="checkbox"/> June 27 | <input type="checkbox"/> July 25 | <input type="checkbox"/> August 15 | <input type="checkbox"/> September 19 | |
| | | <input type="checkbox"/> August 22 | <input type="checkbox"/> September 26 | |
| | | <input type="checkbox"/> August 29 | | |

2023 Fee Schedule

Farmer, single space	\$200/season
Farmer, double space	\$275/season
Dealer, single space	\$400/season
Dealer, double space	\$500/season
Crafter	\$250/season
Food Truck (sells food made to order)	\$550/season
Food Stand (sells prepared food)	\$550/season
Non-Profit Organization	\$250/season
Daily rate	\$30/day

Additional Materials

Please attach the following additional required material to your application (*Please note: Incomplete applications will NOT be accepted*):



Certificate of Liability Insurance naming the Downtown Committee of Syracuse and the City of Syracuse as additional insured for \$1 Million.

Acknowledgements

By initialing each line and signing below, I acknowledge that if selected as a vendor for the 2023 season of the Downtown Farmers Market, the following terms apply:

- _____ Fees will be invoiced upon acceptance into the Downtown Farmers Market.
- _____ Fees are non-refundable and booths are non-transferable.
- _____ The market hours are 8am – 2pm. **Vendors must be set up by 7:45 am and break down no sooner than 2pm on each of the above checked dates, rain or shine.**
- _____ In the event of a weather-related cancellation, the market director will notify each vendor no later than 6am on market day by calling the phone number provided above.
- _____ Vendors are responsible for bringing their own tent, tables, and signage, unless otherwise arranged in advance of market day with the Market Director.
- _____ Vendors will set up only in the space(s) assigned to each party by Downtown Committee staff.
- _____ In the event a vendor will be unable to attend a previously committed market day, the vendor **must notify Market Director Rob Travers no later than 6am on market day by calling his cell phone at (315) 278-5839.** Failure to show without prior notice will void your space for the remainder of the season.
- _____ Vendors agree to provide only high-quality products for sale. The Market Director reserves the right to examine product quality and issue quality control warnings. If, after two quality control warnings, the issue is not resolved to the satisfaction of the Downtown Farmers Market, the market reserves the right to dismiss the vendor from the market for the rest of the season.
- _____ Vendor agrees to indemnify and hold harmless the Downtown Farmers Market and its personnel and volunteers, and the Downtown Committee of Syracuse and its personnel and board, for any losses or damages however incurred.

Name: (Please Print) _____

Signature: _____