



It's Your Market!

Dear Market Vendor,

Welcome to the 2010 Big Sky Farmers Market. The goal of the market is to provide a safe, affordable place for local producers and artisans to sell their products to the Big Sky community.

- If you are a grower, you may want to plant extra seeds in your garden to bring to market.
- If you are an artisan or craftsman come share your art with us.
- There will be nine markets, which will take place every Wednesday from 5:00-8:00pm, starting July 7 and ending September 1.
- The Farmers Market will take place at Fire Pit Park located on Lone Peak Drive at Big Sky Town Center in Big Sky (right off of Ousel Falls Road).
- Set-up and check-in starts at 3:30pm and take-down starts at 8:00pm.
- *New for 2010:* There will be a booth space fee that will help to cover marketing and promotional materials for the market.
 - Children and Non-profits are welcome free of charge.
 - Regular booths (crafters, growers, food) = \$75/season (1/2 refunded if all markets are attended) or \$10 per week.
 - Corporate/Store-Front Business = \$100/season (includes booth space and basic sponsorship package).
- There are 100 vendor spaces available. When those are filled, a waiting list will be created. On Tuesdays we will contact vendors on the waiting list for open spaces. If you are not contacted, all spaces have been filled. Your weekly fee will be due at check-in at the market.
- Please pass on this information to other growers, artisans and crafters that you may know. We are trying to reach a wide variety of vendors to help make the event even more successful..
- Plan to have fun! Be ready to enjoy sharing your product with new customers!

What is required?

- Please read the enclosed Big Sky Farmers Market Rules sheet to learn about items that are not allowed, general market rules, etc.
- Please complete the vendor registration form and return to:
Big Sky Farmers Market
Wendy Swenson/Big Sky Town Center
326 N. Broadway
Bozeman, MT 59715
- Make checks payable to: Big Sky Town Center, memo Farmers Market

Contact Wendy at 406-570-2417 or email towncenter@bresnan.net
326 N. Broadway, Bozeman, MT 59715 • bigskytowncenter.com



Vendor Registration Form

If you would like to join us as a market vendor...

We would love to have you join us as a vendor at the Big Sky Farmers Market, and we are looking for food items, arts and crafts, clothing, jewelry, and other specialty market items. Everyone is welcome. If you have questions call 406-570-2417 or send an email to towncenter@bresnan.net. Please print out this page, complete the information below, and mail it back using the following mailing address: Big Sky Town Center, Attn: Farmers Market, 326 N. Broadway, Bozeman, MT 59715.

Please provide the following information:

Contact Name: _____ Business Name: _____

Mailing Address: _____

Phone: _____

Email: _____ Website: _____

Product Description: _____

Space required (10ftx10ft basic): _____ Outlet Needed (Y or N): _____

ONLY 100 VENDOR BOOTHS AVAILABLE----RESERVE NOW!

RATES:

Children 15 & under	FREE		
Non-Profit Organizations	FREE		
Regular booth- crafters, food, & growers:	\$75/season*	or	\$10/week
Corporate/Business	\$100/season		
	<i>(includes booth space and basic sponsorship)</i>		

* 1/2 of the \$75/season fee will be refunded if all markets are attended

- Attending all 9 markets**
- Week-to-Week** *(please let us know Monday prior to vending - Tuesday your space will be reassigned)*
- Specified Dates (Circle): July 7, July 14, July 28, Aug. 4, Aug. 11, Aug. 18, Aug. 25, Sept. 1**

* **If you are selling FOOD**, you are required to fill out a "Farmers' Market Health Form" from the City and County Health Department, and comply with its requirements. After receiving confirmation from the Health Dept., always carry a copy of the form or food service license and have available on-site. For a copy of the form, please call Wendy at (406) 570-2417, email towncenter@bresnan.net or contact the Gallatin City-County Health Department @ (406) 582-3120.

The Vendor hereby agrees to defend, indemnify, and hold the Town Center Owners' Association, Inc. (TCOA) harmless from any and all claims (to the fullest extent permitted by Montana Law) made against the TCOA, directly or indirectly, related to Vendor operations described in the Agreement. In the event a claim is made against the TCOA, the TCOA shall immediately tender the claim to the Vendor in writing. Vendor shall then be responsible for the defense of the TCOA and the payment of all expenses and claims relating thereto.

I understand and agree to the terms above.

Vendor Signature

Date

For more information contact: Wendy at 406-570-2417 or email towncenter@bresnan.net



Vendor Rules

- 1) If you are selling FOOD, atleast one week in advance of your first market, you are required to fill out a "Farmers' Market Health Form" from the Gallatin City and County Health Department. After receiving approval from the Health Dept., you are required to have a copy of the approved form or food service license on-site.
- 2) Set-up starts at **3:30pm**. Check-in required at the Market Booth by 4:45pm. (Special arrangements can be made by calling Market Director)
- 3) Vendors should not vacate their market space before the end of the market at 8:00pm.
- 4) If you have a reserved space, or will no longer be selling at the market notify the Market Director if you cannot attend. Vendor **CANNOT** give away their space. Formally reserved space may be re-assigned by the Market Director for that week. If you cannot attend, please let the Market Director know the Monday prior to the market, Tuesday vendors on the waiting list will be contacted.
- 5) A standard market space is an area of 10 feet wide and 10 feet deep. A space larger than the standard space may be permitted by the Market Director if requested by the vendor in advance.
- 6) Vendors must supply their own tents, tables and supplies.
- 7) Each vendor should prominently display business name.
- 8) Keep market space free of refuse, and as attractive as possible.
- 9) Keep product display within the market space.
- 10) Vendors must grow or prepare their products, or display a sign notifying customers otherwise.
- 11) It is recommended that fruits and vegetables must be locally grown and picked within 48 hours of the market day.
- 12) All items sold or labeled organic must meet the requirements of the National Organic Program.
- 13) If selling any items by weight, a certified scale must be used.
- 14) Conduct sales in a business-like manner. High pressure and distressed pricing is discouraged.
- 15) At 8:00pm, please remove all remaining product, displays, tables, chairs, debris or trash from your market space.
- 16) Suggestions for a Green Market Space:
 - Reduce or recycle waste during the market
 - Buy packaging and products made from recycled materials
 - Recycle your grocery bags by using them for your sales
 - Ensure you use recycle bins at the venue
 - Ensure all handout materials are printed on both sides
 - Compost all flora (plants, coffee grounds, and vegetable matter) material left over from the show

Thank you for helping to make the Big Sky Farmers Market work smoothly, and be a pleasant place for everyone!

Contact: Wendy Swenson - (406) 570-2417 or towncenter@bresnan.net