



The Montpelier Center  
**Farmers Market**

# 2019 VENDOR APPLICATION



A vendor application must be submitted and approved prior to sales at The Montpelier Center Farmers Market. A \$10.00 application fee is due with your completed and signed application. Submit your application with fee by mail or drop it by the office. You may also email a copy of your application. Include a copy of your Virginia State Sales and Use Tax Certificate with your application.

**Mailing Address:**

The Montpelier Center for Arts & Education  
Attn: Amanda Gardner  
P.O. Box 82  
Montpelier, VA 23192

**Office/Physical Address:**

17205 Mountain Road  
Montpelier, VA 23192

**Email Address/Phone:**

Amanda Gardner  
[info@montpeliercenter.org](mailto:info@montpeliercenter.org)  
(804) 883-7378

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Name(s) Date

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Farm or Business Name

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Farm or Business Physical Address City/ZIP

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Mailing Address (if different) City/ZIP

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Home Phone Cell Phone

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Email Address

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Addresses to any farm or business website and/or social media accounts

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Name of co-workers, employees, or family members who will represent you at market

**I am interested in selling (please check all that apply):\***

- Fruits and/or berries
- Vegetables
- Mushrooms
- Herbs
- Landscaping plants
- Vegetable/herb plants

- Cut flowers
- Cheese
- Eggs
- Meat
- Honey
- Baked goods

- Value-added items (jams, jellies, pickles, preserves, salsas, etc.)
- Soaps and/or cosmetics
- Herbal products
- Crafts
- Jewelry
- Other

*\* Please read The Montpelier Center Farmers Market Rules and Regulations regarding what may or may not be sold at the market*

**Please provide detail about the products you are interested in selling and describe your production method**

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**Applications must be submitted by 2pm on the Thursday a week before your first anticipated market day.**

### 2019 Dates of Operation and Attendance

The market is held every Thursday from 4:00 to 7:00 pm. The 2019 season will run from May 2<sup>nd</sup> to October 31<sup>st</sup>. Additional Holiday markets will be held Thursday October 3<sup>rd</sup> (4-6pm) and Saturday December 7<sup>th</sup> (10am-2pm.)

Below, please check the spaces for the dates on which you anticipate attending the market. Please include information about what you anticipate having available should it vary throughout the season. This section is intended to provide the Market Manager with an idea of how many/which vendors will be present and what products will be available over the course of the season. You will not be obligated to attend on these dates. The Manager asks for a week's notice of your first and last dates of attendance at market during the season, as well as any absences in between, to assist in the marketing and promotion of vendors and products.

#### MAY

- 2 \_\_\_\_\_
- 9 \_\_\_\_\_
- 16 \_\_\_\_\_
- 23 \_\_\_\_\_
- 30 \_\_\_\_\_

#### AUGUST

- 1 \_\_\_\_\_
- 8 \_\_\_\_\_
- 15 \_\_\_\_\_
- 22 \_\_\_\_\_
- 29 \_\_\_\_\_

#### JUNE

- 6 \_\_\_\_\_
- 13 \_\_\_\_\_
- 20 \_\_\_\_\_
- 27 \_\_\_\_\_

#### SEPTEMBER

- 5 \_\_\_\_\_
- 12 \_\_\_\_\_
- 19 \_\_\_\_\_
- 26 \_\_\_\_\_

#### JULY

- 11 \_\_\_\_\_
- 18 \_\_\_\_\_
- 25 \_\_\_\_\_

#### OCTOBER

- 3 \_\_\_\_\_

#### DECEMBER

- 7 \_\_\_\_\_

### Vendor Parking and Assignments

The Montpelier Center Farmers Market is located at 17205 Mountain Road on the Village Green lawn in front of The Montpelier Center building. Each vendor may park their vehicle in the Montpelier Center parking lot. If additional vehicles are used, vendors are asked to park them in the Hanover Parks & Recreation parking lot adjacent to the baseball fields in an effort to save parking for customers visiting the market. Vendors may use the pull through to unload their vehicles close to their assigned booth spaces before parking in a lot space during the market.

Spaces will be assigned by the Market Manager with consideration given first to special needs of vendors (i.e. special arrangements of vehicle, and display as determined by manager), then to individual preferences as to location on the lawn area. Consideration will be given to a vendor's anticipated frequency of attendance for the season. Vendors will receive notice of parking assignments before the first market they attend.

**Please describe any special needs you have or any additional information you feel needs to be considered**

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**I hereby certify that I have read, understand, and agree to abide by The Montpelier Center Farmers Market 2019 Rules and Regulations**

\_\_\_\_\_  
Producer's Signature

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Date