



Hitchcock Free Academy

Educational, Recreational and Cultural Programs

HFA Farmers'/ Artisans' Market 2012

Location: 2 Brookfield Road, Parking Lot, Brimfield, MA 01010

413 245-9977 www.hitchcockacademy.org

Vendor Application



Date: _____

Applicant's
Name: _____

Business
Name: _____

Mailing
Address: _____

Phone # _____ Cell Phone # _____

Name(s) of Vendor(s) working at the
Market: _____

Vendor email
address: _____

Vendor
website: _____

The dates of the HFA Market 2011 are: Every Saturday Morning

9 AM -2 PM from April 14 – November 17, 2012

Produce only on May 12, July 14 & Sept 8 due to the flea market.

Please list the dates you are interested in attending:



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Please describe the home-made or home-grown products you wish to sell at market:

Fees: 2012

1. Single Day Vendor Registration: \$15 per day
2. 4 Consecutive weeks Vendor Registration: \$50 – 4 days
3. Full Season Vendor Registration: \$200 – 32 weeks
4. 2 sites for season: \$300 – 32 weeks
5. Non-profit Vendors: \$10 per day (no religious or political groups)
6. July 7, 2012 Market Festival Day! Booth \$10
7. November 3, 10 & 17 only-Special Price: \$25 for all 3 days

Hitchcock Free Academy will provide assigned space, publicity, customer parking & restrooms for vendors. Registration forms and fees must be submitted and paid by the Thursday before the market each week in order to assure a space for that week. The volunteer Market Manager is the contact person for market day.

Restrictions: Products you intend to sell need to be home-grown or home-made and are subject to the approval of Hitchcock Free Academy's staff. There is no smoking or alcohol permitted on the premises. Religious and Political activities are not allowed.

Vendor Responsibilities: Vendors need to provide their own tables, chairs, secured tents etc... for setup. It is the vendor's responsibility to collect and file taxes as applicable, purchase insurance, and adhere to all Board of Health regulations. All tents must be anchored to the ground with weights. We suggest you add our market to your email, Facebook and website.

http://www.mass.gov/Eeohhs2/docs/dph/environmental/foodsafety/farmer_market_guidelines.pdf . All necessary permits & policies must be on-site during the market.

I have read and agreed to the guidelines, regulations and restrictions for participating in the HFA Farmers' Market 2012.

Signature of Vendor

Date

Mail to: Hitchcock Free Academy P.O. Box 155 Brimfield, MA 01010

Contact: Sue Gregory 413 245-9977 email: sue@hitchcockacademy.org