

HILDALE

MADISON

2021 HILDALE FARMERS' MARKET GUIDELINES & APPLICATION

Market Location and Time

- The 2021 Hilldale Farmers Market will be held 8am-1pm Wednesdays and Saturdays from Saturday May 1st to Saturday October 30th, 2021.
- Market Location at Hilldale Shopping Center: 702 N Midvale Blvd, Madison WI 53705. Please note, The Hilldale Farmers market will be held in the 2020 location, behind LL Bean at the intersection of Heather Crest and Segoe Road, Madison WI.

Contact Information

Mailing Address for Applications: **Note change for 2021**

Sara Huber, Market Manager
554 Troy Drive
Madison, WI 53704

Farmers Market cell phone: (608) 209-7130 during Market hours

Email: hilldalemkt@gmail.com – **Note change for 2021**

MARKET GUIDELINES

Please be advised that by applying for the Hilldale Farmers' Market, you are agreeing to follow these rules and regulations.

1. QUALIFICATIONS

The Hilldale Farmers' Market is a farmer's outlet for selling garden products grown and produced in Wisconsin. To be eligible for a permit, you must be the owner/grower of a family, individual or partnership operation. **The permit holder (hereinafter referred to as vendor) must grow and produce all of the items that are sold in their stall.** Vendors are not allowed to purchase produce from outside growers to sell at their stall.

The Market Manager will periodically check on growing or production facilities.

- As a vendor, you will list on your contract all items that you plan to sell. Please DO NOT list "assorted vegetables" on the contract, you must provide a specific list.
- The owner/permit holder or one designated substitute (must be same person each week) must be present in the stall (see section 6).
- **Oversized trucks will be parked along the back wall only. No exceptions. Each stall is 10 feet wide (facing the customer traffic) and 10' deep. Updated for 2021: booths on the outer ring of the market will have an adjacent parking spot, booths in the center of the market will NOT have adjacent parking – please see draft map with application materials.**
- The Hilldale Farmers' Market reserves the right to modify the following rules and regulations as needed. We reserve the right to move vendors and stalls in an effort to improve the market. We also reserve the right to modify hours, relocate or cancel the market on holidays and special event dates.

2. PERMITS AND FEES

Permits are issued to **INDIVIDUALS/FAMILIES**; no sharing of permits or stalls is allowed.

Each permit issued will include an assigned stall. A permit allows selling on both Wednesdays and Saturdays. Stall assignments will be issued on a first come-first served basis. Double stalls are available. *Double stall permits are not issued if they are to be used as a vendor vehicle parking space.* The prices for permits are listed below. **No refunds will be granted in 2021.**

Application Steps:

- 1) To apply for a stall, you must submit your application by **March 1, 2021. A \$50 application fee must be submitted with each application in order to be considered as a Vendor.** Make checks payable to Hilldale Shopping Center LLC. Cash will not be accepted. Check or money order only. Fee is non-refundable.
- 2) You will be notified by April 1st of your acceptance into the market.
- 3) **You will receive an acceptance letter that needs to be signed and returned with a check for all season fees by April 15th.** All vendors **MUST** return the signed acceptance form and pay season fees prior to **April 15, 2021**, or the stall will be reassigned. Accompanying the letter will be a market map with your booth location for the season.

FEES: For Wednesdays & Saturdays combined for one stall 10'x10' + 1 adjacent parking space

	<u>1st Qtr.</u>	<u>2nd Qtr.</u>	<u>3rd Qtr.</u>	<u>4th Qtr.</u>	<u>Full Season</u>	<u>Double Stall- 20'wide x 10' deep</u>
Begin	May 1	June 19	Aug 4	Sept 11	May 1	May 1
End	June 16	July 31	Sept 8	Oct 30	Oct 30	Oct 30
Amt	\$215	\$215	\$215	\$215	\$625	\$1250

FEES: For Wednesdays & Saturdays combined for one stall 10'x10' + NO adjacent parking space

To create additional spaces for vendors in 2021, some stalls will be located in the center of the market, and will NOT have a parking spot adjacent to the stall. Vendors will need to drop off materials at the stall no later than 7:30am and repark their vehicle in the US bank lot next to the market.

	<u>1st Qtr.</u>	<u>2nd Qtr.</u>	<u>3rd Qtr.</u>	<u>4th Qtr.</u>	<u>Full Season</u>	<u>Double Stall- 20'wide x 10' deep</u>
Begin	May 1	June 19	Aug 4	Sept 11	May 1	May 1
End	June 16	July 31	Sept 8	Oct 30	Oct 30	Oct 30
Amt	\$185	\$185	\$185	\$185	\$575	\$1150

ALL Season fees are due by April 15th, 2021

Daily Assignments (to be collected daily by market manager) **\$20 for Wednesday/\$25 for Saturday:** Daily assignments will be issued to vendors from the waiting list by invitation, depending on available space. Current vendors are eligible to purchase a daily permit for additional stalls. Daily assignments will **not** be sold to current vendors for vehicle parking.

- Vendors will receive their space assignment in the mail informing them of acceptance into the market along with the vendor's assigned stall highlighted on a site map of the market. Assignments authorize vendors for Farmers' Market sales only. No other business, buying, selling or advertising of **non-market related** items is allowed. **Political campaigning is prohibited.**

3. MARKET HOURS

Minimum required hours for the market are 8:00 a.m. to 1:00 p.m. Wednesdays and Saturdays.

- Market hours will be advertised as 8:00 a.m. to 1:00 p.m. Vendors may set up before 8:00 for their earlybird customers, with written permission from Market Manager. **FOR THE SAFETY OF OUR CUSTOMERS AND VENDORS THESE HOURS ARE MANDATORY, ANY VENDOR EXITING THE MARKET PRIOR TO 1:00 pm without Manager's permission WILL BE TERMINATED FROM THE MARKET FOR THE SEASON.**
- The market manager reserves the right to modify market hours at any time, if needed.
- **VENDORS MUST ATTEND ALL MARKET DAYS THEY HAVE SIGNED UP FOR** or notify Market Manager of upcoming absence. Last minute absences must notify by telephone prior to 7:15 a.m. the day of the missed market. *******VENDORS FAILING TO NOTIFY THE MARKET MANAGER OF ABSENCES MORE THAN 2 TIMES WILL BE TERMINATED FROM THE MARKET FOR THE SEASON WITH NO REFUND.**
- Vendors must arrive at the market by **7:30 a.m.** Vendors selling in the middle of the market (booth without adjacent parking) must have re-parked their vehicle outside of the market by 7:30 a.m. **Any stall unoccupied after 7:30 a.m.**, whether assigned or not, may be sold to a vendor as a daily permit. Any vendor opening his stall later than 8:00 a.m. could be subject to a late opening fee.
- **Daily vendors will be placed at 7:30 according to order of arrival. Please park in line in order of arrival**
- **ALL PROPERTY, PRODUCE AND VEHICLES MUST BE PACKED AND CLEARED OF THE AREA NO LATER THAN 2:00 P.M.**

4. SPACES AND LOCATION

The market will be located for 2021 in the west parking lot of the shopping center, off the shopping center entrance from Segoe Road (same location as 2020). Hilldale reserves the right to change location during the course of this season.

- Single spaces are 10' wide by 10' deep, double spaces are 20' wide by 10' deep. **Vendors must fit all of their belongings WITHIN their space.** No OVERFLOW.
- ******ALL vehicles, trailers, produce and signs must stay within the assigned stall. It is not the markets responsibility to find vendors space to accommodate an oversize vehicle.** ALL VENDORS WITH OVERSIZED VEHICLES WILL BE PARKED AGAINST THE BACK WALL. Even those who have had accommodations made in the past.

5. PRODUCT PRICES

Vendors must display the price of their products near to or on the product. Additional price lists can be used but not substituted for the price posted near to or on each product.

6. SUBSTITUTE SELLERS

Each vendor is expected to preside over his/her stall at all times. In the event that the vendor cannot be present at the market, one designated substitute must be present in the market stall. Your substitute may be a family member, employee or business partner. **The substitute must be the same person each time.** The substitute must be familiar with product and procedures followed by the vendor, including familiarity with rules and regulations. In the event of an emergency preventing you or your substitute from being present in your stall, please inform the market manager. Please notify the market manager if you need to change your substitute during the market season. Vendors are responsible for the conduct of their substitute.

7. SAFETY & MAINTENANCE

COVID-19: At this time, expect that COVID-19 restrictions that were put in place at the market in 2020 will continue during the 2021 market season. This includes mandatory mask wearing and 6ft physical distancing for all vendors and shoppers. Please bring and use hand sanitizers during the market. The booth arrangement will be closer than in 2020, but vendors will still be expected to stay 6ft apart as well. If conditions change during the 2021 season that will allow for the market manager to loosen these restrictions, all vendors will be notified of the changes. Any other COVID-19 related rules will be communicated to vendors closer to opening day.

REFUSE: Each vendor must supply their own tables, chairs, bags, waste containers (for public use), and be responsible for cleaning up ALL REFUSE around their stall. The trash cans by the picnic tables are NOT for vendor use. There is to be NO dumping of any plant, food or other material or trash on mall property. No one may leave items unattended for the Food Pantry or for late pickup by customers. **Vendors must take THEIR OWN REFUSE HOME for disposal.**

NOISE, EMISSIONS, SMOKING: Vendors will refrain from activities that interfere with the rights, comforts, or convenience of other vendors or shoppers, including running gasoline or diesel engines during the market. Smoking is not allowed at the market, and vendors or shoppers wishing to smoke must leave the market site.

8. MARKET MANAGER

Sara Huber is the Market Manager. During the market season any concerns or questions should be routed through Sara. Sara can be reached via email at the following address: hilldalemkt@gmail.com **Email works best**, but please telephone if running late or notifying of non-attendance. On market days, she can be reached at the following cell phone number: **(608) 209-7130.** **Telephone messages will be checked on market mornings.**

9. MARKET PROMOTION

Advertising and publicity for the Farmer's Market is being handled by Hilldale. The Market Manager and Hilldale Management are responsible for these functions. **Do not contact area media representatives concerning publicity for the Market. If you receive an inquiry from the media, please direct them to Sara Huber, do not make comments on behalf of the market.**

10. COMPLAINT AND VIOLATION PROCESS

If you have a valid complaint concerning a rule violation by another vendor, there is an established procedure that you must follow.

1. Immediately report your concerns to the market manager.
2. DO NOT EVER discuss your personal concerns or complaints regarding the market with customers or other vendors.
3. Do not take the matter into your own hands. **Only the Market Manager can handle complaints.** Vendors interfering in this process and found to be spreading rumors about other vendors or the market itself will be expelled from Hilldale Farmers market.
4. If you have an issue with the market manager please contact Nanci Horn, Hilldale Shopping Center General Manager (608)238-6353.
5. If situations arise which require interpretation of these rules, the Market Manager will make the required decisions and interpretations in the best interests of the Market.

Hilldale Farmer's Market reserves the right to remove a vendor permanently from the market if a vendor has substantiated complaints, depending on the severity of the complaints.

The Hilldale Farmers Market reserves the right to refuse to sell space to any vendors who in its opinion does not align with the quality standards that Hilldale represents.

11. INSURANCE & LIABILITY ISSUES

Vendors are liable for any damage caused by their actions and a liability insurance policy is recommended.

- **Automotive Liability Insurance:** Vendor shall provide insurance coverage on any auto (all owned, non-owned & hired vehicles) used in connection with the work, with minimum acceptable limits of \$100,000 bodily injury; \$300,000 each occurrence; \$100,000 property damage.
- Vendors are not allowed to bring pets or animals to the market due to health and safety issues.

Vendor also agrees on the following conditions:

- **Covenant to hold harmless.** The vendor agrees to indemnify and save **Shared Seasons LLC, Sara Huber**, harmless against and from any and all claims, damages, costs and expenses, including reasonable attorney's fees, arising from the conduct or management of the business conducted by vendor at the Hilldale Farmers' Market.
- **Loss or damage of property.** You will be held liable for any damage to property.
- Vendors who bring their children to the market must be sure children are properly supervised and behaving appropriately.

12. STATE AND LOCAL LAWS AND REGULATIONS

Each vendor is responsible for understanding and complying with ALL State of Wisconsin and City of Madison laws governing health, packaging, labeling, taxes, scales, weights and measures, etc.

- Scales used at the market must be registered with the City of Madison Weights and Measures, 4602 Sycamore Ave., Madison, WI 53704. Phone: (608) 246-4515.
- **Sellers of perennials are required to have a nursery permit** from the Wisconsin Department of Agriculture, Trade and Consumer Protection Dept., P.O. Box 8911, Madison, WI 53708 Phone: (608) 224-4571 or 224-4574.
- Questions on taxable goods and sales permits should be directed to the Wisconsin Department of Revenue Sales Tax section at (608) 266-2776.
- **The City of Madison Health Department** is responsible for making sure that local health laws are followed. Contact the area inspector at the Department of Public Health, 210 Martin Luther King Blvd., Madison, WI 53701, and phone: (608) 294-5335. For state health issues contact 266-1251 or the Dane County Health Dept., 242-6515 for county issues. Public Health Madison & Dane County, and the new phone number vendors should call to contact Environmental Health about licensing is (608) 243-0330. See the factsheet on their type of product to help vendors figure out if they need licensing: <http://www.publichealthmdc.com/environmental/food/farmersMarket.cfm>
- Food Stamps can be accepted at authorized farmer's market stalls. If you are interested in qualifying, contact the Officer in Charge, Food and Nutrition Service, USDA, 6515 Watts Road, Suite 205, Madison,

WI 53719 or call (608) 264-5404.

- WIC Farmer's Market Program is another program that you can participate in. To find out more about this program, write to 1414 E. Washington Ave. Rm. 267, Madison, WI 53703 or call (608) 261-8867.

13. PRODUCE RULES: THESE RULES APPLY TO ALL CATEGORIES BELOW

- A. All items must be grown, gathered and/or produced by the vendor in Wisconsin. Limited exceptions will be considered for products that are not able to be produced in WI –see non-local limited exceptions below.
- B. All processed products must be properly labeled in accordance with state and federal labeling laws.
- C. All containers must comply with state laws. No reuse of any single-use containers is allowed.
- D. Resale of any produce purchased or bartered for and not grown by the seller is not allowed.
- E. Products must be produced in a state-licensed facility.
- F. All Products must be wholesome, attractive, first quality, and free of disease.

FRESH FRUITS AND VEGETABLES

- A. No sale of items by section is allowed (i.e. half a watermelon).
- B. Vendors giving samples must handle them properly. Vendors are responsible for understanding the Health Department's definition of "handled properly". **This is not the Market Manager's responsibility.**

ORGANIC PRODUCE

- A. Produce sold as organic must be certified as organic.
- B. Organic certificate must be displayed at the stall.
- C. The word organic cannot be used by vendors unless they are certified organic growers.
- D. A copy of the certificate must be enclosed with the market application.

BEDDING PLANTS, HOUSEPLANTS & NURSERY STOCK

- A. Must be grown by the vendor from seedlings or cuttings.
- B. Purchased seedlings or cuttings must be grown on the vendors' premises for at least two months before they can be offered for sale at the market.
- C. Nursery stock such as trees and shrubs are allowed.
- D. No sale of plants that are officially listed as Wisconsin invasive species.

HONEY, MAPLE SYRUP & SORGHUM

- A. Must be pre-packaged and sold in clean containers, combs or straws. Honey straws not allowed if not vendor's own honey.
- B. The sale of raw beeswax is allowed.
- C. The sale of honey and beeswax products **is** allowed.
- D. Maple syrup must be produced from sap collected by the vendor.
- E. The vendor must produce all of the raw materials from which a final sorghum product is made.
- F. Sorghum product must come from the facility to which the vendor delivered the raw material and must be pre-packaged.

APPLE CIDER

- A. Must be processed by the vendor using the vendor's own apples **OR** may be processed at a state-inspected and licensed cider mill, using the vendor's own apples (Vendors, please include a copy of the food processing plant's license with application).

B. Cider samples may be given in single servings of less than one ounce. Samples may not be pre-poured. A waste container must be provided if you are sampling. Vendors giving samples must handle them properly. Vendors are responsible for understanding the Health Department's definition of "handled properly". **This is not the Market Manager's responsibility.**

FLOWERS, WEEDS, GRASSES, HERBS AND HERB PRODUCTS (FRESH & DRIED)

- A. Must be grown by the seller, not purchased from other sources
- B. Must be natural in appearance and sold as gathered. These materials cannot be changed using dyes, paints or artificial items such as wire, tape or florist supplies. These items may only be used to bundle.
- C. Dried material must be sold by the stem or in bunches. Selling them in containers such as baskets, vases or other craft items cannot increase the value of these materials. Undecorated wreaths are allowed.
- D. Individual dried herbs must be pre-packaged.

EGGS

- A. Must be produced by hens kept by the vendor.
- B. Must be properly graded and labeled - incorrect information must be deleted from all re-used containers.
- C. Must be kept in a cooler.

JAMS, JELLIES AND PICKLED PRODUCTS

- A. All processing must be done by the vendor.
- B. A copy of the state license for the kitchen used in processing must be displayed by the vendor at the market stand.
- C. Vendors are responsible for understanding the Health Department's requirements for processing and sampling out their products.

CARAMEL APPLES & POPCORN

- A. Caramel apples must be made from apples grown by the vendor.
- B. Popcorn must be grown, picked, shelled and packed by the vendor.

NUTS AND GRAINS

- A. Nuts and grains must be grown or gathered by the vendor.
- B. Must not be processed or altered, except for the making of grain into flour.
- C. Must be pre-packaged.

BAKERY ITEMS, PREPARED FOODS & COFFEE

- A. Must be processed in a state licensed kitchen or bakery licensed to the vendor. A copy of the license must be displayed at the market stand.
- B. All products must be pre-packaged with the exception of single servings that may be served using tongs or papers from a rigid plastic case. Prepackaging is recommended for single servings. Vendors giving samples must handle them properly. Vendors are responsible for understanding the Health Department's definition of "handled properly".
- C. Vendor must produce the products sold. Products sold must be made from scratch without the use of mixes or prepared products.
- D. Coffee must be brewed in a state-licensed kitchen.
- E. Each product must show an ingredient label either on the product package or on a sign by the product. By law, ingredient labels list ingredients in descending order (most to least).

CHEESE, SALSA & PESTO

- A. Must be kept in a cooler.
- B. Cheese must be processed in a state-licensed facility.
- C. Cheese samples must be served with toothpicks. Vendors giving samples must handle them properly. Vendors are responsible for understanding the Health Department's definition of "handled properly".
- D. Salsa & pesto must be produced in a state-licensed kitchen.

MEAT

- A. Product must be vendor-grown and processed in a state licensed-facility.
- B. Copies of all licenses must accompany application.
- C. Copies of all licenses must be displayed at vendor stand.
- D. Product must be refrigerated at all times. **Electricity availability is NOT guaranteed** you must have alternative ways to keep your meat at proper temperatures.

SOAPS, LOTIONS, BODY CARE PRODUCTS

- A. Product must be produced by the vendor in accordance with all state and federal (FDA) guidelines.
- B. Products must be labeled with ingredients and vendor contact information.
- C. Copies of all licenses must accompany application.

CRAFT AND FLEA MARKET ITEMS ARE NOT PERMITTED. Some craft items MAY be considered if made from your own farm products, i.e., handmade pots made from clay harvested from your own land, wreaths and baskets handmade from plant materials from your own land. Painted pumpkins and gourds are acceptable. Face masks will be allowed for sale for at least as long as they are required at the market.

NON-LOCAL PRODUCTS – LIMITED EXCEPTIONS

Current vendors who have approved local products, may bring in additional product(s) that cannot be produced locally from farm partners. **These items need to be approved by the market manager before sale, and cannot be sold if a local vendor produces the same product for market.** Vendors need to have a direct relationship with the production farmer, must put up signage announcing the origins of the product, and be ready to disclose this information to the market manager. Examples of products that could be allowed: blueberries, peaches, citrus fruits, olives, seafood, non-local nuts (pecans, almonds, pistachios).

VENDORS MUST COMPLETE, SIGN AND RETURN THE FOLLOWING 4 PAGES WITH \$50 APPLICATION FEE, to be considered for 2021

Return: By March 1, 2021 to: Sara Huber, 554 Troy Drive, Madison WI 53704

2021 HILLDALE FARMERS' MARKET APPLICATION

Due by March 1, 2021 – Must be completed fully & legibly

YOUR NAME (print name) _____

PHONE #S () _____ () _____

YOUR MAILING ADDRESS _____

CITY _____ ZIP CODE _____

YOUR BUSINESS E-MAIL ADDRESS _____

YOUR FARM OR BUSINESS NAME: _____

WISCONSIN SELLERS PERMIT # _____

YOUR WEBSITE ADDRESS: _____

YOUR FACEBOOK PAGE: _____

YOUR INSTAGRAM PAGE: _____

LIST YOUR VENDING SUBSTITUTE(S) NAME(S) HERE: _____

SUBSTITUTES PHONE NUMBER: () _____

(Substitute only allowed to sell your products, no renting your space to unregistered vendors)

LAND YOU ARE FARMING - STREET ADDRESS: _____ CITY: _____








ZIP CODE: _____ OWNER OF LAND: _____

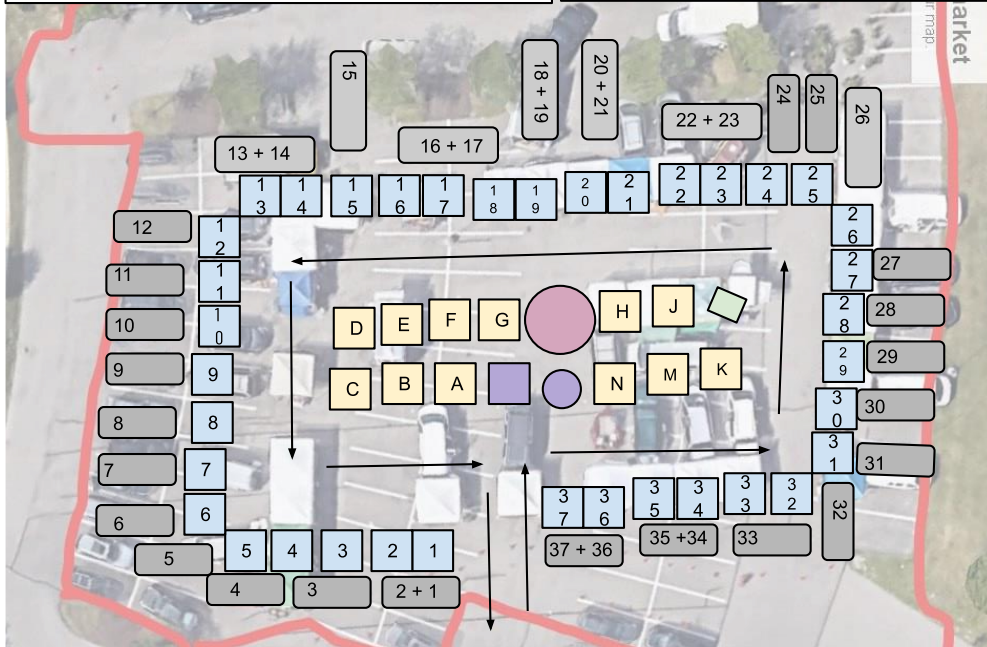
LAND OWNERS PHONE NUMBER: () _____ SIZE OF GROWING AREA: _____

SIZE OF DELIVERY VEHICLE: _____

Please mark here if your vehicle is large, and you would like to request a large parking spot (or have received one in the past):

_____ large parking requested

Key:		Key:	
	Vendor booth with adjacent parking		Market Manager Booth & Masks
	Vendor booth with NO adjacent parking		Musicians
	Parking spots regular & large		Seating
			



Considering the attached map is a draft, please list your preferred booth(s) for 2021:

1st choice: _____

2nd choice: _____

3rd choice: _____

*Please note: while taking your preference into account, the market manager has final discretion over location of each vendor. The manager will NOT move a vendor who has selected a desire to have adjacent parking into a spot with no adjacent parking without contacting the vendor for discussion on the matter prior to April 1, 2021.

Draft Hilldale Farmers Market 2021 Map - Subject to Change

2021 HILLDALE FARMERS' MARKET APPLICATION

I am applying for: PLEASE MARK CHOICE OF ATTENDANCE DATES BELOW WITH (X)

Wednesdays & Saturdays combined for one stall 10'x10' + 1 adjacent parking space

	<u>First Quarter</u>	<u>Second Quarter</u>	<u>Third Quarter</u>	<u>Fourth Quarter</u>	<u>Full Season</u>	<u>Double Stall</u>	<u>DAILY</u>
Begin	May 1	June 19	Aug 4	Sept 11	May 1	May 1	<u>VENDOR</u>
End	June 16	July 31	Sept 8	Oct 30	Oct 30	Oct 30	
Amt	\$215	\$215	\$215	\$215	\$625	\$ 1,250	\$50 APP FEE
(X)	_____	_____	_____	_____	_____	_____	_____

Wednesdays & Saturdays combined for one stall 10'x10' + NO adjacent parking space

	<u>First Quarter</u>	<u>Second Quarter</u>	<u>Third Quarter</u>	<u>Fourth Quarter</u>	<u>Full Season</u>	<u>Double Stall</u>	<u>DAILY</u>
Begin	May 1	June 19	Aug 4	Sept 11	May 2	May 1	<u>VENDOR</u>
End	June 16	July 31	Sept 8	Oct 30	Oct 31	Oct 30	
Amt	\$185	\$185	\$185	\$185	\$575	\$ 1,150	\$50 APP FEE
(X)	_____	_____	_____	_____	_____	_____	_____

Daily fees: to be collected day of market by market manager, \$20.00 Wednesdays, \$25.00 Saturdays

Make checks, INCLUDING \$50 APPLICATION FEE, payable to Hilldale Shopping Center, LLC.

PLEASE RETURN the following by March 1, 2021 to: Sara Huber, 554 Troy Drive, Madison WI 53704

1. **This contract** (including checklist list of products you will be selling from the following page)
2. **\$50 application fee and applicable season fees** (Season fees will not be deposited if you are not accepted, absolute deadline for season fees is April 15, 2021.)
3. **Hold harmless form**
4. **Proofs of insurance**
5. **Copy of your processing license and/or organic certification, if applicable**

I HAVE READ THE RULES AND AGREE TO ABIDE BY THEM AND ANY DECISIONS MADE BY HILLDALE SHOPPING CENTER, LLC AND/OR THE MARKET MANAGER. I ALSO AGREE AND UNDERSTAND THAT MY STALL WILL BE PRE-ASSIGNED FOR THE SEASON AND THERE WILL BE NO REFUNDS ISSUED ONCE THE MARKET COMMENCES FOR THE SEASON. I AGREE TO ALLOW INSPECTION OF MY GROWING OR PRODUCTION FACILITIES AT ANY TIME BY THE MARKET MANAGER OR DESIGNEE.

Signed: _____ Date: _____

Application Fee Must be Enclosed: _____ (\$50.00)

Make checks, INCLUDING \$50 APPLICATION FEE, payable to Hilldale Shopping Center, LLC.

PLEASE RETURN by March 1, 2021 to: Sara Huber, 554 Troy Drive, Madison WI 53704

For office use only: Date received _____ \$ Amount Received _____ Check No. _____

Check all products you plan to sell at Hilldale Farmers Market

Raw, unprocessed VEGETABLES (check all that apply):

<input type="checkbox"/> Asparagus	<input type="checkbox"/> Beans	<input type="checkbox"/> Beets	<input type="checkbox"/> Bok Choy	<input type="checkbox"/> Broccoli	<input type="checkbox"/> Brussel Sprouts
<input type="checkbox"/> Cabbage	<input type="checkbox"/> Carrots	<input type="checkbox"/> Cauliflower	<input type="checkbox"/> Corn (Sweet)	<input type="checkbox"/> Corn (popcorn)	<input type="checkbox"/> Corn (Indian)
<input type="checkbox"/> Cucumbers	<input type="checkbox"/> Eggplant	<input type="checkbox"/> Garlic	<input type="checkbox"/> Gourds	<input type="checkbox"/> Greens	<input type="checkbox"/> Herbs (fresh cut)
<input type="checkbox"/> Kohlrabi	<input type="checkbox"/> Leeks	<input type="checkbox"/> Lettuce	<input type="checkbox"/> Okra	<input type="checkbox"/> Onions (green)	<input type="checkbox"/> Onions (regular)
<input type="checkbox"/> Peas (shell)	<input type="checkbox"/> Peas (snap/pod)	<input type="checkbox"/> Peppers	<input type="checkbox"/> Potatoes	<input type="checkbox"/> Pumpkins	<input type="checkbox"/> Radishes
<input type="checkbox"/> Rhubarb	<input type="checkbox"/> Rutabaga	<input type="checkbox"/> Soybeans (edible)	<input type="checkbox"/> Spinach	<input type="checkbox"/> Squash (summer)	<input type="checkbox"/> Squash (winter)
<input type="checkbox"/> Tomatoes	<input type="checkbox"/> Turnips	<input type="checkbox"/> Watercress	<input type="checkbox"/> Shelled Peas or Beans (dried)	<input type="checkbox"/> Cultivated Mushrooms	<input type="checkbox"/> Other: _____ _____

Raw, unprocessed FRUIT (check all that apply):

<input type="checkbox"/> Apples	<input type="checkbox"/> Apricots	<input type="checkbox"/> Blackberries	<input type="checkbox"/> Cantaloupe	<input type="checkbox"/> Cherries	<input type="checkbox"/> Cranberries
<input type="checkbox"/> Currants	<input type="checkbox"/> Elderberries	<input type="checkbox"/> Grapes	<input type="checkbox"/> Pears	<input type="checkbox"/> Plums	<input type="checkbox"/> Raspberries
<input type="checkbox"/> Strawberries	<input type="checkbox"/> Watermelon	<input type="checkbox"/> Other: _____			

MEAT (license required, check all that apply):

<input type="checkbox"/> Chicken	<input type="checkbox"/> Turkey	<input type="checkbox"/> Goose	<input type="checkbox"/> Rabbit	<input type="checkbox"/> Duck	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Pork	<input type="checkbox"/> Beef	<input type="checkbox"/> Venison	<input type="checkbox"/> Lamb	<input type="checkbox"/> Seafood (list): _____	_____

OTHER PRODUCE:

<input type="checkbox"/> Eggs	<input type="checkbox"/> Cut flowers	<input type="checkbox"/> Honey	<input type="checkbox"/> Sorghum	<input type="checkbox"/> Animal products
<input type="checkbox"/> Grains (list): _____	<input type="checkbox"/> Nuts (list): _____	<input type="checkbox"/> Maple Syrup	<input type="checkbox"/> Maple Syrup	Other than meat and Eggs (list): _____
_____	_____			_____

PLANTS (license required if a perennial):

<input type="checkbox"/> Bedding plants	<input type="checkbox"/> Herb plants	<input type="checkbox"/> Houseplants
<input type="checkbox"/> Perennials/wildlings	<input type="checkbox"/> Nursery stock	<input type="checkbox"/> Other: _____

PROCESSED FOODS (license required):

<input type="checkbox"/> Baked Goods	<input type="checkbox"/> Pasta	<input type="checkbox"/> Candy / Chocolate	<input type="checkbox"/> Oils	<input type="checkbox"/> Vinegars	<input type="checkbox"/> Canned Sauces
<input type="checkbox"/> Cheese	<input type="checkbox"/> Pesto	<input type="checkbox"/> Pickles and Relishes	<input type="checkbox"/> Soup	<input type="checkbox"/> Jams/Jellies	<input type="checkbox"/> Other: _____

PREPARED/READY-TO-EAT FOODS (license required, please list): _____

Other food/product not listed above, please note here: _____

For Processed/Prepared Foods, please provide NAME and ADDRESS of certified kitchen or processor:

Processor Name: _____
Processor Address: _____

Attach copies of required licenses to this application:

- For all processed foods, include a photocopy of licenses (bakery, food processor, or confectionary).
- All Meat Processing licenses must be included with this application.
- Organic Certification documents must be included with this application.

2021 HILLDALE FARMERS MARKET HOLD HARMLESS FORM
Representations and Agreements

The undersigned hereby represents that he/she is the Applicant or an officer or other authorized agent of the Applicant named herein and that he/she is over 18 years of age. The undersigned further acknowledges that he/she has read and is familiar with the Rules Governing the Hilldale Farmer's Market Statement of Rules. Applicant agrees by his/her signature hereto that the making of this Application and the issuance of any permit are expressly conditioned upon Applicant's acceptance and continuing compliance with said Rules. Applicant hereby releases, waives and discharges Sara Huber dba Shared Seasons LLC from any and all claims (of any type or nature), damages, costs and/or expenses (including reasonable attorneys' fees) arising from or in any way connected with this Application for, or the issuance of a Permit to be a Vendor at the Hilldale Farmers Market.

The undersigned declares, under penalties of perjury, that the factual information furnished by him/her in this Application is true, accurate and completed to the best of his/her knowledge. Applicant shall be responsible for compliance with all state and local laws, rules, regulations and ordinances governing the sale of all goods at the Hilldale Farmers Market.

Hilldale Farmers Market Reserves the right to terminate the Market Application of any or all Vendors at any time.

Applicant Signature: _____ Date: _____

Print Applicant Name: _____

Address: _____ Telephone: _____