



## ***Kent Farmers Market 2024***

Thank you for your interest in our Market. Our 2024 dates are June 15<sup>th</sup> thru Sept 14<sup>th</sup> (no market on July 13). This year marks the 50<sup>th</sup> season of the Kent Farmers Market. The Kent Lions Club will have fun giveaways for our vendors each Saturday.

Attached is our 2024 Market Vendor Application & Information Sheet. Please read through the Information Sheet as there are changes. In lieu of a price increase, we will be requiring vendors to pay ahead at least one week.

We look forward to receiving your 2024 Kent Farmers Market Application.

Sincerely,

Susie Kiminki and Mary Petersen, Kent Farmers Market Co-Managers

Email application to: [farmersmarketkent@gmail.com](mailto:farmersmarketkent@gmail.com)

Or mail to:

Kent Farmers Market

PO Box 5094

Kent, WA 98064-5094

Or Fax to: 253-852-6263

For questions: email [farmersmarketkent@gmail.com](mailto:farmersmarketkent@gmail.com) or call 253-457-6235

**[KENT FARMERS MARKET APPLICATION INSTRUCTIONS NEXT PAGE](#)**



Thank you for your interest in the 2024 Kent Farmers Market. This year marks the 50th season. The Market is operated by the “volunteers” of the Kent Lions Club & Foundation, (who also bring you the Kent Winterfest Christmas Tree Lighting, Santa Parade, and Kent Cornucopia Days). We’ve partnered with the Kent Chamber of Commerce who handles our commercial vendors.

Enclosed are rules, regulations, dates and lots of information to help you become an active vendor at the Kent Farmers Market. This is an outdoor Market and operates rain or shine. Please plan your booth setup with weather in mind.

After reviewing this application, if you have questions, please contact us by phone (253) 457-6235 or email us at [farmersmarketkent@gmail.com](mailto:farmersmarketkent@gmail.com). Using email is preferred.

**Location:** Town Square Plaza in the heart of Downtown Kent, near Kent Station, corner of 2nd & Smith St.

**Dates:** June 15th through September 14<sup>th</sup>, a total of 13 Saturdays.  
(July 12-14 Kent Cornucopia Days takes place in the market area.  
There will be no market on July 13. Visit [www.kcdays.com](http://www.kcdays.com) for more information.)

**Time:** 9:00 a.m. to 2:00 p.m.

**Market Fees:**

- Registration one-time fee of \$20.00 – non-refundable
- With the registration fee you must at minimum pay for your first Saturday.
- Daily Rates:

Farmers *	\$ 30.00
Crafts	\$ 30.00
Food vendor	\$ 30.00
Electricity	\$ 5.00

\* (includes produce, processors, nursery, plants, and other agriculture products)

- Vendors may prepay for 10 or more Saturdays and receive a 10% discount.
- Vendors must prepay for at least one Saturday along with application and registration fee.
- The Market accepts credit cards, checks and money orders.
- To get a refund for prepaid days, because you cannot attend as planned, you must notify the Market via text, email or phone before NOON on the Thursday before market day.
- Vendors that reserve a space and do not show up or contact us will forfeit their payment for that Saturday.
- NO Walk-Ins Allowed!

**Office use only**  
 Sent rec'd confirmation by Email/Mail \_\_\_\_\_  
 Send accepted letter by Email/Mail \_\_\_\_\_



**Office use only**  
 Received \_\_\_\_\_  
 Payment \_\_\_\_\_  
 Type \_\_\_\_\_  
 Elec \_\_\_\_\_

# 2024 Kent Farmers Market

## Vendor Application Form

Thank you for your interest in participating in South King County's oldest farmers market

<b>Business Name</b>			
<b>First Name</b>			
<b>Last Name</b>			
<b>Mailing address</b>			
<b>City</b>	<b>State:</b>	<b>Zip:</b>	
<b>Phone</b>	<b>Day:</b>		
	<b>Eve:</b>		
	<b>Cell:</b>		
<b>Email address</b>			
<b>UBI Number (if applicable)</b>	**		

Have you participated in previous Kent Farmers Markets?  
 No  Yes  If yes, what year(s) \_\_\_\_\_

Please list here the MAIN product and all services you sell. Don't use trade names, tell us what your product or service is, i.e. produce, handmade garments, flowers, candles, etc. All items are subject to approval from the Market Managers. (Attach another sheet of paper if necessary & photos are acceptable)

- 1
- 2
- 3

**Please check the type of product to be sold at the Market (see our Rules and Regulations (follows) for definitions for each type):**

Farmer (includes produce, processor, nursery/plant, etc.)  Craft  Food Vendor

Check the Saturdays you wish to reserve at the Market: (NOTE: You must receive your acceptance letter before dates can be confirmed)

June: 15 - 22 - 29

July: 6 - 20 - 27

(no market on July 13 during Kent Cornucopia Days, which is July 12, 13 & 14, see kcdays.com)

August: 3 - 10 - 17 - 24 - 31

September: 7 - 14

Application continues on next page.

Description <sup>1</sup>	Daily Fee	# of Days	# of 10 X 10 spaces	Total Cost
Farmer	\$30.00	X's _____	X's _____ =	\$ _____
Crafter	\$30.00	X's _____	X's _____ =	\$ _____
Food Vendor <sup>2</sup>	\$30.00	X's _____	X's _____ =	\$ _____
		X's _____	X's _____ =	\$ _____
Power <sup>3</sup> (based on availability)	\$ 5.00	X's _____	X's _____ =	\$ _____

NOTES: <sup>1</sup>See our website for definitions <sup>2</sup>Hazardous foods require a special permit from King County Health Department

<sup>3</sup>1-20 Amp circuit per space only

Registration fee	\$ 20.00
<b>TOTAL AMOUNT DUE</b>	<b>\$ _____</b>

- All vendors must be licensed or otherwise authorized to conduct business in the State of Washington, if required. Vendors are responsible for their own tax, permits and license liabilities.
- All vendors agree to exercise the utmost care in the use of facilities and property of the City of Kent, the Kent Lions, and any personal or business property within the Market.
- **All vendors must refrain from smoking in the Market area during business hours, no smoking within any booth or around customers.**
- All vendors agree to indemnify and hold harmless the City of Kent, the Kent Lions, Kent Farmers Market Committee, its officers, employees, volunteers, and agents from any and all claims, actions, judgments, losses, costs (including reasonable attorney fees) and damages whatsoever: including claims arising by reason of accident, injury or death caused by persons or property of any kind arising out of, in connection with, or incident to the Kent Farmers Market except caused by the sole negligence of the City of Kent and/or the Kent Lions.
- The Kent Farmers Market in no way guarantees the marketability for fitness of the vendors goods, nor does the Market guarantee the success of the vendor's efforts.
- The Market Committee is actively soliciting sponsors for our event. As such, we may have to deal with such things as exclusivity, special promotions, conflicts, etc. Therefore, if your participation would conflict with these sponsorships, we reserve the right to not accept your application (or cancel if already accepted) and your entry fee will be returned in full (without any fees). We also reserve the right to limit and/or refuse the sale of any merchandise if it conflicts with our contract with any sponsor.
- We reserve the right to restrict your selling of products or services at the event if your indication of product or service listed on this form that were not mentioned on your application. (NO EXCEPTIONS) We also reserve the right to restrict items for sale that are deemed inappropriate and not in keeping with the image of the market.
- All vendors are required to provide your own tables and canopies. All canopies must be secured with approved weights of a **minimum of 24 lbs.** on each leg of canopy.
- **After May 1, registration fees will not be returned if there is a cancellation due to war, acts of God, civil disobedience (riots), acts of terrorism, or governmental requirements for closure due to health pandemic or other civil emergencies**

(initials)

<p><b>This application will not be accepted without:</b></p> <ol style="list-style-type: none"> <li>1. Your signature below and date signed.</li> <li>2. Full payment of Registration Fee+1<sup>st</sup> Saturday</li> <li>3. Daily fees.</li> <li>4. Completed registration form.</li> <li>5. Insurance rider for food vendors.</li> <li>6. Health Department required permits.</li> </ol>	<p>Email, mail or fax applications with check, money order or credit card info to: <a href="mailto:farmersmarketkent@gmail.com">farmersmarketkent@gmail.com</a></p> <p>Kent Farmers Market PO Box 5094 Kent, WA 98064-5094</p> <p>Fax No. (253) 852-6263</p>
<p>Contact us: <a href="mailto:farmersmarketkent@gmail.com">farmersmarketkent@gmail.com</a> or (253) 457-6235 Market Phone</p>	

**Please print clearly** – we purge credit card account information each year – so you must resubmit with signature and date to authorize us to deduct funds.

Card # \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Exact Name on Credit Card			
Credit Card Billing Address			
City	State:	Zip:	

**I HAVE READ ALL PAGES AND UNDERSTAND this Application & Information Sheet and I agree to comply with the rules and regulations set forth therein. I have not been promised exclusivity for my product. Application will not be accepted until payment has cleared!**

Applicant signature \_\_\_\_\_ Date Signed \_\_\_\_\_

**All applications must be complete and include signature (& initials) of applicant and full payment of all fees.**

## Rules and Regulations:

### Definition of vendor types at the Kent FarmersMarket:

**Farmers** are persons or entities who raise produce (vegetables, fruits, and nuts), herbs, flowers or nursery crops from seed or plants, and care for, nurture, cultivate, and harvest the crops offered for sale at the Market. Beekeepers, egg farmers, poultry growers and fish and/or shellfish growers are considered farmers. **Processors** are persons offering fresh food products (such as meats, seafood's, ciders and baked goods) that have added value to their product through some sort of "hands-on" processing (such as smoked meats & handmade candies, etc.). **Brokers/Produce Resellers** are sellers of fruits and vegetables which cannot be grown reliably or in sufficient quantity, as determined by the Market. Such products will be limited, so as not to compete with "local" farmers' products. **Crafters** are persons who craft with their own hands the products they offer for sale at the Market. A majority of tools and equipment used by the crafter to produce their products must require skills, personal handling and/or guidance by the crafter. No commercial items, no imported items and no second hand items shall be resold by crafters. **Prepared Food Vendors** offer freshly made foods, available at the Market. **Other** are any vendors who do not fit into the above categories. (See our website for additional definitions.)

### All vendor types' obligations:

- ◆ **NEW:** All vendor fees MUST be paid at time of check-in prior to entering the Market. Cash or check preferred.
- ◆ **The Kent Farmers Market** (herein known as the "Market") reserves the right to prohibit anyone from selling, or any product from being sold.
- ◆ Alcoholic beverages or hazardous substances are not allowed on the Market site.
- ◆ **No smoking within your booth or around customers.**
- ◆ Children must be supervised at the Market site at all times.
- ◆ Vendors are required to wear proper attire, including shoes and shirts, while selling at the Market.
- ◆ The Market is not responsible for loss or damage to booth and/or products due to theft, weather conditions, etc.
- ◆ The Market does not guarantee vendor sales.
- ◆ Hawking is strictly prohibited at the Market and vendors MUST stay within their booth space.
- ◆ Abusive language, hazardous or offensive behavior will not be tolerated. The Market staff has the right to request the offending vendor to leave the area. Upon failure of the offending party to leave, the Market may remove property at the vendor's expense and the Market is discharged from any and all loss or damage occurring in such removal.
- ◆ No party plans, catalog items, or sale of memberships unless prior approval from the Market Managers.

### Farmers / Processors / Produce vendors:

- ◆ Scales are subject to inspection by the state (make certain scales are legal to trade when selling by the pound). Produce may be sold by the flat, box, bunch, bag, package, stem or container such as a drypint.
- ◆ Items offered for sale must be home grown or hand gathered (Produce vendors offering trucked in fruits and vegetables will be allowed).
- ◆ All processed farm foods must be made from products/ingredients of which a majority are grown or produced by the seller. All processed foods must have the proper permits and licenses as required by the King County Health Dept.
- ◆ If sampling fruit or vegetables, **a Health Dept. permit is required** & all produce needs to be washed prior to coming to the market.

### Craft vendors:

- ◆ Items offered for sale must be **hand-crafted**. Commercially produced items created by the vendor will be considered on a case-by-case basis. (Must have prior approval by the Market Managers).
- ◆ Items must be original, unique, actual work of the crafts person, family member or partner.
- ◆ All items must be handcrafted and designed by the artist, not from kits or components parts or purchased for resale, or a process of mass production. **Imported** handmade items are considered commercial products.
- ◆ All products must be high quality, safe and be an enhancement to the Market.
- ◆ All new products must be screened by Market Managers prior to setup if in question.
- ◆ Hand crafted components must functionally and aesthetically dominate the commercial components. Commercially produced items must be significantly enhanced with handmade embellishments.
- ◆ No materials which are blatantly offensive, either racially, ethnically or sexually, shall be allowed at the Market.
- ◆ If a product is deemed a blatant copyright infringement in the opinion of the Market staff (i.e. copyright characters and logos) the product will not be allowed for sale at the Market.
- ◆ Duplication will be considered an issue only if the vendor has a valid copyright, trademark, patent or can convince a review committee that the unprotected design was original and unique, and not a generic type of product.
- ◆ All arts and craft vendors will be screened by the Market Managers. If there is a question with the product it will be brought before a committee of three for final consideration. New vendors and established vendors with new products must contact the Kent Farmers Market Managers; we can be reached at 253-457-6235.
- ◆ Or email us at: farmersmarketkent@gmail.com



**Food vendors:**

Must have a food handler card and operating health department permits **submitted prior to attendance at the Market. (NO EXCEPTIONS)** You must bring all of these each time you are at the Market and adhere to the Seattle-King County Health Department regulations (for specific information, contact the King County Health Department at 206-263-8496). All food must come from an approved source and be packaged under established guidelines. Vehicles must have Labor and Industries sticker. Pets are not allowed.

**License, Permits, Inspections and Special Fees:**

Vendors are responsible for obtaining all necessary permits, inspections (food, agricultural & nursery plants) & paying their own taxes. A Kent Business license is not needed. You must register for a permanent Washington State tax number if you plan to sell at the Market three or more times during the year. You must have a temporary tax number if you plan to just sell one time at the Market. (Call the Washington State Department of Revenue at 1-800-647-7706).

**Booth set up:**

Staff arrives at the Market site, two hours prior to opening.

Check-in is located in the intersection of **2nd & Harrison**. If you have not checked in **1 hour** prior to opening your space may be reassigned on a first come first served basis.

Vendors **MUST** provide their own tables, chairs, extension cords (12-3 gauge wire minimum), tent, tent weights, etc. Booths and/or tables must be erected with concerns for the safety of the public and the Market vendors. All booth tarps/canopies must be made of fire retardant materials and must have weights on all four sides. The weights need to be a minimum of 24 lbs. on each leg of the canopy.

Booth set up is to be completed by opening. Booth spaces are 10 feet by 10 feet.

Booth is to be set straight back from the tee marks located on each side of the booth space number. Vehicles are allowed on site to unload but must be parked in an approved area 15 minutes prior to opening.

**Vendor booths take down:**

Booth must be completely torn down before vehicles may be brought on site.

**NEW: No vehicles will be allowed on site until after official Market closing time of 2:00p.m. for customer safety.**

Vendors are committed to stay until closing unless completely sold out or okayed by Market Managers.

Vendors leaving before closing time without prior approval may result in expulsion.

Vendors are responsible for keeping their own spaces clean and attractive during and after the market.

Vendors leaving the space littered at the end of the day will be fined \$50.00 which must be paid prior to returning to the Market.

**Vendor flow of traffic:** Setup entry is at the intersection of 2nd and Harrison. Please follow the Market volunteers to find your spot.

**Vendor parking:**

Vendor parking is prohibited at any private business lot (cars will be towed at your risk and expense). You cannot park in the Library parking lot. Market volunteers will patrol these areas and will ask you to move your vehicle. If you are found in violation of this policy, you will be expelled from the Market after one warning.

Free parking is available in the parking garage across the street or any surface streets other than on Meeker.

**Please note!**

The decisions of the Kent Lions are the final word!