



2010 Vendor Application and Agreement

All vendors are re-evaluated on a yearly basis.

Non-refundable application fee: \$25. Check must be included with application or it will be returned. Checks are made payable to Wellspring. Please include a self-addressed envelope for your approval notice. Please fill out clearly, with zip code and email address. Each vendor is subject to a jury process. If you are not confirmed as a vendor, your application fee will be forfeited.

Name: _____

Business Name: _____

Address: _____

City: _____ State _____ Zip: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Email Address: _____

Please write clearly. Actual Business Location - If your farm or business is not located at the above address, please include address of your place of operation:

#TIN _____

Vendor booth will be operated by: (check all that apply)

- Owner or immediate family member
- Employee (any person employed by the vendor at a regular salary or wage, employment may be verified)
- Representative (someone whose compensation is based primarily on a sales commission, the producer retains ownership).

2010 Market Space Fees

The 2010 season runs Saturdays June 5 through September 25, from 10am to 2pm.

When You Become a Vendor, You Will Receive the Following:

- Benefit of advertising the Marketplace in local media
- A link from our website to yours

Space Fee

An approximate (not less than) 10' x 10' space is \$25.00 per day for all categories. All space fees must be prepaid.

Amenities

No electricity is available at the Marketplace site. Vendors needing power will have to supply a generator. Please contact the Marketplace manager for guidelines.

Please complete the Vendor Agreement and return to the manager along with your application fee. Upon acceptance to the Marketplace, a signed approval form will be mailed back to you. All vendors need signed approval from the manager before attending the Marketplace.

Space availability may be limited for certain products. If this is the case you will be notified and will be placed on a waiting list.

2010 Participation

Please indicate which dates you think you will want to attend the Marketplace as this assists us with planning and advertising. While not set in stone, vendors are expected to inform the manager of any deviation from this schedule no less than one week prior to the designated market day.

Upon approval of your application, the payment for your first Marketplace is due. Payment for each week's booth space is due by the Wednesday prior to Marketplace day. Vendors pre-paying for 8 & 15 weeks of the Marketplace will be eligible for a discount. Full payment for this is due by the Wednesday prior to Marketplace day.

Dates

- | | |
|-----------|----------------|
| ■ June 5 | ■ August 7 |
| ■ June 12 | ■ August 14 |
| ■ June 19 | ■ August 21 |
| ■ June 26 | ■ August 28 |
| ■ July 10 | ■ September 11 |
| ■ July 17 | ■ September 18 |
| ■ July 24 | ■ September 25 |
| ■ July 31 | |

We will not have a market on July 3 and September 4 due to the holiday weekends.

Products to be Sold at the Marketplace

Please list or provide an attachment of all products being sold and photos.

Vegetables

Berries

Fruits

Bakery Goods

Plants, Flowers and Nursery

Meat, Fish and Dairy

Value Added Foods

Hard Goods

Others

Regulatory Compliance

All vendors are responsible for meeting health requirements obtaining all required state certifications, permits or applicable licenses before they will be permitted into the market. These must be available to review upon request.

Products labeled organically grown must be certified by the Oregon Tilth or by the Oregon Department of Agriculture.

All growers, farmers & vendors serving or offering samples of food must abide by the Oregon Department of Agriculture rules. Should you have questions, please contact:

Oregon Department of Agriculture, Food Safety Division

635 Capitol Street NE
Salem, OR 97310-0110
503.986.4720

If a vendor intends to sell products by the pound, the vendor must bring their own state certified scales.

Vendor Agreement

Must be signed or application will be returned. The undersigned agrees to exercise the utmost care in the use of facilities and properties of Wellspring. The vendor also agrees to indemnify and save harmless Wellspring, Silverton Hospital Network, its officers, employees and agents from any and all claims, actions, judgments, losses, costs (including reasonable attorney fees) and damages whatsoever, including accident, injury, or death caused to persons or property of any kind, arising out of, in connection with, or incident to, the Market, except caused by the sole negligence of Wellspring Saturday Marketplace. Should a vendor at any time occupy the premises in a manner contrary to the rules of the Marketplace, or in any manner that is hazardous or offensive to the public or vendors, upon request of Marketplace officials, vendor shall immediately cease such offending conduct. Failure to immediately conform as requested shall be cause to revoke this agreement and the vendor permit. Upon failure to so vacate, the Marketplace is authorized to remove all property of vendor from the premises at vendor's expense. Wellspring Saturday Marketplace is relieved and discharged from any and all loss or damage occasioned by such removal. Wellspring Saturday Marketplace will not be responsible for storage or safekeeping of property so removed. This vendor understands that the premises are owned by Wellspring and are used with the owner's permission. Permission to use the premises can be withdrawn at any time. The undersigned agrees not to hold the Wellspring Saturday Marketplace, its officers, directors, employees or agents responsible for any loss or damage claimed by the vendor should such permission to use be withdrawn. Vendors who will be selling consumable and value-added processed food products or meat, fish, dairy or egg products shall be required to carry general liability insurance with a minimum coverage of \$1,000,000 and further agree to name Wellspring as additional insured.

Name (Print): _____

Signature: _____ Date: _____

I give approval to the market to release my contact information to customers and media.

Signature: _____

I give approval to the market to use photos of my booth, and anyone selling, for promotional materials.

Signature: _____

Official Use: Status: Accepted Not Accepted

By: _____ Date: _____

Wellspring is not responsible for any loss or damage incurred by vendors. Mail applications, with your \$25 application fee (checks made payable to Wellspring) and stamped self-addressed envelope to: ATTN: Sheri Virtue, Wellspring Saturday Marketplace, 1475 Mt. Hood Avenue, Woodburn, Oregon 97071