



# Watertown Farmers' Market

Watertown Parks and Recreation Dept.

61 Echo Lake Rd. Watertown, CT 06795

860-945-5246

www.watertownct.org

## Application Form for 2019 Season

The Watertown Farmers' Market, a certified market, will be held on  
Sundays from July 7th through October 20th from 9am-1pm  
at the Town Garage #2, 690 Thomaston Rd. Watertown, CT

To be eligible:

- Farmers must grow 90% of what they offer for sale and the balance must be "CT Locally Grown" on consignment from another farm - no buying and reselling is permitted.
- Food makers, approved through Torrington Area Health District, must offer products they have prepared themselves with local ingredients whenever possible.
- Artisans may only sell what they have made or otherwise produced themselves.

Farm/Business Name \_\_\_\_\_

Farm/Business Location \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone # \_\_\_\_\_ Alternate # \_\_\_\_\_

Contact Person \_\_\_\_\_ Email \_\_\_\_\_

### CT Grown Produce you will be offering:

Fruit and/or Vegetable

Fish

Prepared Food

Eggs

Dairy

Baked Goods, Preserves, Maple Syrup, Honey

Meat

Other

Horticulture

Artisan \_\_\_\_\_

Please list all items that you plan to sell at the Market (use the back of form if necessary)

I am licensed     I do not need a license

- Vendor space is approximately 10' x 15'
- \$140 for the season or \$100 for half season. Additional space is available for a fee.
- Vendors are required to supply their own awning, tables, grocery/green bags.

When signing up for the full season, you are expected to attend all Market days and your location will always be the same. If you have an emergency and are unable to attend, please contact the Market Manager, Claudia Duhamel at 860-417-9382. Half season vendors will be assigned to available spaces.

Market Dates Available: Entire Market season (16 weeks) \_\_\_\_\_ Half Season (8 weeks) \_\_\_\_\_

More - Over

Please provide with your application the following:

1. Copy of CT Sales and Tax Certificate
2. Proof of insurance naming the Town of Watertown as an additional insured
3. Copies of your crop/specialty crop plans and exception application.
4. Check made payable to "Town of Watertown - Farmers' Market" for fee and mail to:  
Watertown Parks and Recreation, 61 Echo Lake Road, Watertown, CT 06795 Attn: Claudia Duhamel

\_\_\_\_ By Signing this application, I have read and agree to abide by the Market Policies and Procedures attached.

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Signature

Printed

Date



# Watertown Farmers' Market

## 2019 Vendor Policies and Procedures

1. The dates for the 2019 Watertown Farmers' Market are on  
**Sundays July 7th ~ October 20th from 9AM ~ 1PM**
2. Since we are a Certified Farm Market, under the State of CT, we are required to submit copies of crop/specialty crop plans and exception application - please provide with your application.
3. Upon receipt of your application, you will receive interim approval and the Market Manager will visit your farm or place of business prior to final approval and the start of the Market.
4. All produce must be Connecticut Grown and 90% of what you offer, must be produced by you. Consignments are allowed from other local farms - however, no buying and reselling is permitted. Non-farm products must "originate from Connecticut."
5. Vendor commitment and payment of \$140 is for the entire 16 week session. Those signing up for the full season, are expected to attend every week and will have a fixed location at the Market. A half season fee of \$100 for 8 weeks-alternating or 8 specified (at time of registration) dates. These vendors will be assigned to available spots each week upon arrival.
6. Set-up on Saturday has to be completed by 8:45 AM for a 9:00 AM opening. Break-down begins at 1PM when the Market closes. Vehicles will be moved to a designated area to ensure safety for all attending.
7. Tables and awnings are NOT provided. You are required to provide your own and please ensure that they are sturdy and safe.
8. Your retail space and the surrounding area are to be left in the same condition in which you found upon arrival. Several garbage containers will be provided on the grounds.
9. This event is held rain or shine. No refunds will be issued in the event of inclement weather. Space is outdoors - so plan accordingly.
10. The Watertown Farmers' Market is not responsible for items that are lost or left on the premises.
11. Exhibit space is approximately 10' x 15'. Special allowances may be made if requests are put in writing at the time of application. If you require additional space, you will be required to pay an additional fee. Please, NO subletting of exhibit space.
12. Include a copy of your CT State Sales Tax Permit with your application. Commercial vendors without a tax number will not be permitted to display and sell. If you do not have a tax number, you may apply by contacting the CT Department of Revenue Services, 450 Columbus Blvd., Suite 1, Hartford, CT 06103 - call 860-297-5962.
13. All vendors are responsible for conforming to labeling regulations and for having any appropriate licenses and registrations in Connecticut and the Torrington Area Health District.
14. Include a copy of your Certificate of Insurance listing the Town of Watertown with your application.