



Fredericksburg  
Farmers Market

## 2024 Vendor Application

Applications must be received by April 1st, 2024 for Annual and Bi-Weekly vendors. All other applications are due 2-weeks before the market date to be considered. Incomplete applications will be denied and vendors will need to re-apply to be accepted.

Vendor application fees need to be paid at [FXBGFarmersMarket.com](http://FXBGFarmersMarket.com) before the application will be reviewed. Application fees are \$25 if paid before March 1, and \$35 if paid after March 1.

Notification of acceptance to participate in the Fredericksburg Farmers Market will be sent no later than 10 business days before the market. Questions? Email [marketmanager@fredericksburgva.gov](mailto:marketmanager@fredericksburgva.gov)

All Vendors who are accepted to participate in the Fredericksburg Farmers Market will be required to attend a vendor information session on **Wednesday, April 3, 6:30pm – 8pm or Sunday, April 7, 2:30pm – 4pm.**

If the vendor applies after the scheduled dates they will need to coordinate a time with the Market Manager to go over information covered in these sessions.

**Please be sure to read the Farmers Market Information Packet before submitting your application.**

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Vendor Name

Contact/Owner Name

Business Tax ID Number

Physical Address

Street Address

Street Address Line 2

City

State

Zip Code

**Mailing Address, if different from physical address**

**Street Address**

**Street Address Line 2**

**City**

**State**

**Zip Code**

**Phone Number**

**E-mail Address**

**What is your preferred method of contact?**

**Phone Call**

**Text Message**

**E-mail**

**Other**

**Stand Operator, if different from owner**

**Stand Operator Phone Number**

**Who should we contact in the case of an emergency? Please list someone other than the business owner or stand operator.**

**Name**

**Phone Number**

**Name**

**Phone Number**

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**Give a description of all products (including pricing) being sold at the Fredericksburg Farmers Market. If you are a new vendor, or a past vendor selling new products, you are required to submit photos of your product and booth set-up with your application.**

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## Space Assignment Request

Space assignments will be determined by the Market Manager. The priority for space assignments will go as follows:

- 1) Annual and Bi-Weekly Vendors paid in full.
- 2) Vendors who are signed up for multiple dates.
- 3) Daily Vendors
- 4) Non-Profit Vendors

Reserved space assignments will be determined by: previous season assignment, product diversity, vendor needs for more than one contiguous space, benefit to optimum and orderly use of available space, and what layout may enhance attendance at the Market as a whole.

Please see the [Farmers Market Information Packet](#) for all information regarding space assignments and fees.

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### Saturday Farmers Market - Main Market Season (April 13 - October 26, 2024)

Please indicate where you would like your vendor space to be located:

Prince Edward Street

George Street

Inside Hurkamp Park

Other

How many contiguous spaces do you need?

1

2

3

4

Other

How often do you want to attend the market?

Annual Vendor

Bi-Weekly (1st & 3rd Saturdays)

Bi-Weekly (2nd & 4th Saturdays)

Daily Fee (please list the dates below)

Daily Fee Dates:

If you participated in last year's Saturday Market and would like to retain the same booth number, please list it below.

Space Number

Location

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## **Weekday Market (January 15 - December 27, 2024)**

Spaces are only on Prince Edward St.

**Are you planning on participating in the Weekday Market?**

**Yes      No**

**Which day(s) would you like to participate in the Weekday Market?**

**Monday      Tuesday      Wednesday      Thursday  
Friday**

**How many contiguous spaces do you need?**

**1      2      3  
Other**

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## **Extended Season Market - Saturdays, November 2 - December 28, 2024**

**Are you planning on participating in the Extended Market?**

**Yes      No**

**Please indicate where you would like your vendor space to be located:**

**Prince Edward Street      George Street      Inside Hurkamp Park**

**How many contiguous spaces will you need?**

**1      2      3  
Other**

**How often do you want to attend the Extended Season Market?**

**Entire Extended Market Season  
Bi-Weekly (1st and 3rd Saturdays)  
Bi-Weekly (2nd and 4th Saturdays)  
Daily, list the dates below**

**Daily Fee Dates:**

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**The following items are required to be included with your application, any missing items will cause your vendor application to be denied.**

Not all items may be applicable to you, please check with the proper department if you have any questions. More information regarding required documents, permits and licenses can be found in the [Farmers Market Information Packet](#).

**Photos of Products to be Sold\***

**Photos of booth Set Up.\***

**Sales Tax ID Number**

**Business License**

**VDACS Permit**

**Health Department Permit or scheduled inspection**

**Fire Department Permit or scheduled inspection**

**Any other permits or licenses that may be required, but isn't listed above**

\* These items only need to be provided by new vendors or past vendors who are selling new products.

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I, \_\_\_\_\_, understand that it is expected that representatives of the group are present during the event at all times. Exhibitors are responsible for all display equipment, set-up, tents, chairs and tables. No materials, electrical or any other item(s), will be provided by Fredericksburg Parks, Recreations, and Events or the City. Exhibiting groups take full responsibility for the safety of themselves, their family, and volunteers. They agree to release and hold harmless the Fredericksburg Parks, Recreation and Events, as well as the City of Fredericksburg from any and all liability. Furthermore, I have read the Rules and Regulations for the Fredericksburg Farmers Market and agree to adhere to all stipulations set forth.

**Vendor Signature**

**Date**

Applications may be submitted by:

Mail or In-Person drop off Monday - Friday, 9am - 5pm or Saturdays, 9am - Noon

Market Manager

Dorothy Hart Community Center

408 Canal Street

Fredericksburg, VA 22401

E-mail: [marketmanager@fredericksburgva.gov](mailto:marketmanager@fredericksburgva.gov)

In-Person during the Main Market Season, Saturday Market

Hurkamp Park (500 William Street)

Market Manager Tent, 7am - 1pm

For more information or questions visit [fxbgfarmersmarket.com](http://fxbgfarmersmarket.com) or call (540) 372-1086