



A New York State Registered Farmer's Market.
Lockport Main Street Inc.
1 East Ave. Lockport NY 14094
716-434-0212

2019 Lockport Community Market Vendor Application

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Business Information

Business Name: _____

Owner Name: _____

Address: _____

City/ State/ Zip: _____

Tax ID Number (MUST be a NS Registered Business): _____

FMNP NUMBER: (if applicable) _____

Market Vehicle License Plate Number: _____
(For Parking Control at Market)

Business Phone: _____

Cell Phone: _____

Email: _____

Website: _____

Social Media (be specific. Example: Instagram @lockportcommunitymarket)

Hot Food Vendors must be compliant with all public health regulations. Provide proof of
Niagara County Health permit with application.



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Product Information

Please List and Describe the items you wish to sell at market. Food producers will have priority of goods over resale items (i.e. producer grown tomatoes will be allowed before tomatoes resold from auction. This is not exclusive rights, but a way to keep the produce as local and fresh as possible for our customers in addition to giving the producers the opportunity to get their necessary prices for their goods. Additionally, it ensures market diversity, which is important for both the vendors and customers. If you have any questions regarding this, please feel free to call our office at (716)434-0212.

Will you need electricity? Yes / No or Bringing your own generator? Yes / No

LOCKPORT COMMUNITY MARKET

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2019 Lockport Community Market Vendor Application Page 3-Market Dates and Fees

2019 Market Dates: Place checkmark on each Saturday you will be participating in market.

<input type="checkbox"/> June 8	<input type="checkbox"/> June 15	<input type="checkbox"/> June 22	<input type="checkbox"/> June 29	<input type="checkbox"/> July 6	<input type="checkbox"/> July 13
<input type="checkbox"/> July 20	<input type="checkbox"/> July 27	<input type="checkbox"/> Aug 3	<input type="checkbox"/> Aug 10	<input type="checkbox"/> Aug 17	<input type="checkbox"/> Aug 24
<input type="checkbox"/> Aug 31	<input type="checkbox"/> Sept 7	<input type="checkbox"/> Sept 14	<input type="checkbox"/> Sept 21	(Sept 28*)	<input type="checkbox"/> Oct 5
<input type="checkbox"/> Oct 12	<input type="checkbox"/> Oct 19				

Full Season (does not include September 30, 2017)

Number of participating days at Market, if not full season: _____

*September 28 is Locktoberfest 2019. This is separate application (and fee) that will be available in July, all full season market vendors will be given priority to this application.

Vendor Fees for 2019 Market:

WEEKLY BASIS: **\$25/day** (if 5 or less days per season)

\$20/day (if more than 5 days per season)

\$15/day (if more than 5 days per season **WITH proof of liability insurance** naming the City of Lockport & Lockport Main Street Inc. on the insurance certificate as additional insured. Include with application.)

FULL SEASON: **\$300** (2 markets free! this is commitment for every day we hold a market EXCEPT LOCKTOBERFEST- separate application)

\$225 (2 markets free! this is commitment for every day we hold a market EXCEPT LOCKTOBERFEST- separate application **WITH proof of liability insurance** naming the City of Lockport & Lockport Main Street Inc. on the insurance certificate as additional insured. Include with application.)



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REGULATIONS FOR THE LOCKPORT COMMUNITY MARKET

Participation is limited to legitimate farms & businesses as defined by New York State and Federal regulation. Merchants collecting sales tax must prominently display their NYS Certificate of Authority. Each applicant is required to fill out a comprehensive list of all goods to be sold at market and agree to adhere to the listed items within this application. If changes are to be made to your market offerings approval must be given prior to sale of new items. The committee will decide the appropriateness of those products as they fit into the intended image and goals of the Market. The committee reserves the right to reject any and all applications. The actual products on sale the days of the Market must correspond with the item list submitted. Failure to comply may result in removal from the Market and denial of future entry. Food Vendors must have proper permits as defined by the Niagara County Health Department. Any and all permits must be prominently displayed. No tents, tables, or chairs will be provided by the Lockport Community Market. Vendors must to bring whatever they need to conduct their business while fitting into their designated display space. All tents must be weighted, if your tent is not properly weighted you may be asked to take down your tent for the duration of that market day. This is to protect our vendors, their merchandise, our staff and the customers of the market. Staff will be on hand by 7:30 am each Saturday. Although you will be allowed to unload near the Market area, you are asked to park your vehicle in one of the designated City lots (NW corner of Niagara & Church or City Hall on Main St) to allow for customer parking near the market. No vendor parking is allowed in the lot behind Canal Street or on Church Street, Canal Street or Ontario Street. Merchants who do not leave their area clean at the day's end will forfeit the space for subsequent weeks and no refund will be given. Your space will be identified by number provided to you prior to the market opening. Every vendor must be completely set-up and ready to welcome guests by 9:00 am. Food & beverages are the responsibility of the vendors. Your display must always be manned. No merchant will take down their display until 2:00 pm. The Market will take place rain or shine. No rain dates will be offered and no refunds for inclement weather will be issued. The Market will only be closed in the event of severe or dangerous conditions. The organizers of the Market will call vendors if there is a need to cancel that day's events. Bathroom facilities for merchants are in the Erie Canal Discovery Center. In order to maintain a diversified selection of products, the committee may limit excessive duplication of product types. The Lockport Community Market Committee will make a concerted effort to advertise the market through multiple outlets. Upon request, we will provide you with electronic formats of fliers and emails which you can in turn distribute as you see fit. Vendors without insurance assume all liability for allotted space and the products contained therein. A Certificate of Insurance naming Lockport Main Street and the City of Lockport as additional insured is strongly encouraged. Call if you have any questions about this policy.



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Page 5- **Payment Arrangements and Market Agreement**

Number of Markets (if 5 or less) _____ X \$25= \$ _____
-or-

Number of Markets (more than 5 without insurance) _____ X \$20= \$ _____
-or-

Number of Markets (more than 5 with proof of insurance) _____ X \$15= \$ _____
-or-

Full Season WITHOUT insurance \$300.00 _____
-or-

Full Season WITH PROOF OF INSURANCE \$225.00 _____

All Checks should be made to Lockport Main Street Inc.

(if you wish to pay on a weekly basis there will be a \$50 fee due with this application that will be reimbursed at the conclusion of the market season IF you uphold all market dates selected.)

Please indicate if you wish to pay weekly _____ *include \$50.00 check*

Application deadline is May 17, 2019. Any applications received after this will be based on availability and type of goods sold. All applications will be reviewed by the Lockport Main Street Farmer’s Market Committee and you will be notified of their final decision no later than May 31, 2019.

In signing this application, you agree to all the Rules and Regulations of the Lockport Community Farmer’s Market and will uphold all requirements throughout the duration of the Market season, June 8, 2019- October 19, 2019.

Signature of Primary Merchant

Date