

WATERTOWN PARKS & RECREATION

FARMER'S MARKET

LOOKING FOR
FARMERS!

4:00PM – 8:00PM

JOIN US FOR WEEKLY SUMMER
FUN! SHOP FRESH PRODUCE,
HANDMADE GOODS, AND LOCAL
TREATS WHILE ENJOYING LIVE
ENTERTAINMENT AND DELICIOUS FOOD
TRUCKS EVERY WEEK!

EACH MARKET FEATURES A NEW
LINEUP OF MUSICIANS, PERFORMERS,
AND TASTY EATS TO MAKE YOUR
VISIT EVEN MORE SPECIAL. LIVE
MUSIC BEGINS AT 6:30PM!

FOR MORE INFORMATION VISIT
WWW.WATERTOWNCTREC.COM!

VETERANS' MEMORIAL PARK
SOCCER FIELD #1
570 NOVA SCOTIA HILL RD.
WATERTOWN, CT 06795



JUNE 25-
AUGUST 6
EVERY
WEDNESDAY
NIGHT!

SUPPORT
LOCAL

WATERTOWN FARMERS MARKET:

Event Location: Veterans' Memorial Park; 570 Nova Scotia Hill Rd., Watertown, CT 06795

VENDOR APPLICATION FOR CONSIDERATION: Applications are subject to review by the Town of Watertown

Please Print:

BUSINESS/ ORGANIZATION: _____

CONTACT NAME: _____

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP CODE:** _____

TELEPHONE #: _____ **ALTERNATIVE #:** _____

BUSINESS WEBSITE: _____ **SOCIAL MEDIA PLATFORMS:** _____

EMAIL IS REQUIRED FOR COMMUNICATION BEFORE EVENT

EMAIL ADDRESS: _____

Type of Vendor:

___ Farmer/ Produce

___ Skincare Products

___ Jams/ Jellies/ Pickles/ Salsa/ Honey/Syrup

___ Pet Products

___ Bread/ Baked Goods

___ Flowers/ Plants

___ Cheese Dairy

___ Meats

___ OTHER: LIMITED AT THE DISCRETION OF WATERTOWN PARKS & RECREATION DEPT.

Item(s) sold (PLEASE LIST ALL OR ATTACH DOCUMENT WITH ITEMS!): _____

ALL APPLICATIONS RECEIVED/ POSTMARKED WITH-IN A WEEK OF THE EVENT WILL BE SUBJECT TO A \$10.00 LATE FEE.

VENDOR FEES:

___ \$180.00- FULL SEASON (SEVEN WEEKS): 4PM- 8PM

___ \$120.00- FULL SEASON (SEVEN WEEKS): 6PM- 8PM

___ \$40.00- GUEST VENDORS PER WEEK (MUST BE PRESENT FOR FULL EVENT): 4PM- 8PM

(Please check off dates that apply):

WEDNESDAY NIGHTS:

___ July 9, 2025

___ July 30, 2025

___ June 25,2025

___ July 16,2025

___ August 6, 2025

___ July 2, 2025

___ July 23, 2025

___ \$60.00- ADDITIONAL VENDING SPACE (FULL SEASON VENDORS)

___ \$10.00- ADDITIONAL VENDING SPACE (GUEST VENDORS)

OPTIONAL:

I am enclosing an additional \$ _____ for a donation.

(Donations of \$100 or more please contact wtnspecialevents@watertownct.org to see what is included!)

I have enclosed \$ _____ with my completed application.

MasterCard, VISA, Discover, Am EX, Money Order, cash and personal checks (made payable to Watertown Parks & Recreation Dept.) ARE ACCEPTED.

ALL VENDORS must contact Torrington Area Health Department to submit the Temporary Food Event Application and payment. The application must be received 2 weeks prior to event date or a late fee will be added.

www.tahd.org Phone: (860)489-0436 Fax: (860)496-8243 Email: info@tahd.org

All Farmers Market Vendors must submit:

___ Completed Watertown Farmers Market Application

___ Vendor Insurance (liability insurance is required)

___ Crop Plan (what you grow and what you are selling)

___ TAHD Permit Application (a copy of the application)

All applications for full season must be filled out, include all appropriate documentation and be submitted by June 18th, 2025. Full season applicants that submit after June 18th, 2025 will be subject to a \$10.00 late fee. Applicants must follow all market guidelines. Watertown Parks & Recreation Department has the right to refuse any application if the applicant is not a suitable fit for our market.

All Vendors will receive a site visit from The Watertown Parks & Recreation Market Master. Visits will be made prior to the first Market on June 25th, 2025. The Market Master will contact you after your application has been approved and processed to set up the site visit.

PAYMENT POLICY: Payment, along with proper documentation, is due with registration for all events. We will accept cash, credit card (Master Card, Discover, Diner's Club, American Express, Visa, & debit cards), money order or check made out to "Watertown Parks & Recreation". No pre/postdated checks. A \$20.00 fee will be charged for any returned checks. Watertown Parks & Recreation Staff will not accept registration at the event site. Fees must be paid at the office prior to participation unless otherwise specified.

****Electricity is NOT provided.** Please be prepared with generators/other sources of power if necessary. Please be aware that as the sun begins to set, it may be difficult to see your items on display. If electricity is required, please reach out to

wtnspecialevents@watertownct.org for prior planning **

WATERTOWN FARMERS MARKET GUIDELINES:

- There is WIFI on site. WIFI information will be given weekly from the Market Master.
- Items we allow to be sold at our Market: Farmers may sell produce and plant material for food, live ornamental plants, food and fiber derived from farm-raised animals for those purposes. All items must be CT grown and CT produced, owned or leased by a farmer. The farm must be located in CT and plants and animals must be raised in CT along with produce grown in CT.
- CT based vendors only will be admitted to the Watertown Farmers market.
- Artisans must only sell items they create at home or in a studio located in Connecticut. If goods sold consist of food items they must be labeled accordingly and follow health department guidelines. Health department certificates must be present/visible at your booth at all times. Breakdown: Soaps, clothing, scarves, natural home products, jewelry, photography, woodworking, eclectic works, furniture and so much more. If it's handmade **we would LOVE to consider it** for our Market. All artisan booths are at the discretion of the Watertown Parks & Recreation Department. **We have a limited amount of artisan booths available weekly.**
- Set up: Vendors can begin to set up at 3:00pm. Be ready to sell by 4:00pm and be packed up and out no later than 8:30pm, leaving your space exactly how you found it - CLEAN. You must provide your own tables, chairs, tents/awnings.
- Vendor space is 10'x10'. If you need a double space, it will cost an additional fee for the season.
- Vehicles are NOT allowed on the park's lawn due to irrigation but your vehicle will be with you at all times for easy loading and unloading. Everything that comes onto your space must be taken away from your space at the end of each night. This includes any packaging materials.
- All tents must be securely anchored at all times (NO STAKES). You must use weights at least 10lbs each due to irrigation on the property. The Market does NOT supply weights so PLEASE be prepared or you will not be allowed to use your tent.
- There is absolutely NO SMOKING at the Market.
- Vendors are responsible to attend every week for full season vendor on the dates they chose. Vendors must contact the Market Master in advance (860) 945- 5246 or via email wtnspecialevents@watertownct.org if they are unable to participate on any given date. A vendor who has a planned event and can't make a week please contact us one week prior to the date.
- Vendors cannot share a space with other vendors if they are selling different items and have different business names.
- The market is open rain or shine. If we are in for severe weather (thunderstorms and heavy rain) the market will be closed for that day (per the town of Watertown Parks Department). If there is a cancelation, we will notify you before 2PM the date of the event.
- Watertown Parks & Recreation does not provide manpower for set up and break down.
- All insurance must be up to date including product liability. This is the vendor's responsibility to provide. The Watertown Parks & Recreation Departments Farmers Market and our Market Master assume no liability for loss or injury caused by products sold by any vendor at any time.
- This Market is geared for our community and families are a big part of that. We ask that you refrain from any profanities or abusive behavior for this will NOT be tolerated. Vendors who don't follow these rules will be asked to leave the Market and will lose their fee and space.
- The Market Master will act as the head contact for the duration of the Market. The Market Master will be the point of contact for all vendors. You will provide all necessary paperwork and fees to the market master. The Watertown Parks and Recreation Department is committed to creating a Market for everyone to enjoy and a place for vendors to come together and sell their goods. We want you to be successful - that is our main goal.

REFUND POLICY: Refunds are granted automatically if an event is canceled. Refunds must be requested prior to the week before the program begins. On or after the event date no refunds will be granted unless unexpected medical complications (injury/illness) prohibit active participation in the event. A refund request form must be completed and submitted to the Parks & Recreation Department as soon as possible as refunds are not able to be issued before the form is received. The form is available at www.watertownctrec.com under general information, department info. A \$10.00 processing fee will be charged for all refunds; unless the Watertown Parks & Recreation is forced to cancel a program. Patrons must fill out a refund request form when they need to cancel out of a program. Patrons who submit a refund request form after the events registration has ended may be subject to a \$25 processing fee.

I have read and agree to adhere to the rules and regulations of the Watertown Parks & Recreation Farmers Market.

(INITIAL HERE)

Acknowledgement and Waiver: I hereby do release the Town of Watertown, and its staff, volunteers, and associates from any and all liability and damage, injury or for any personal injury, property loss or damages of any nature or cause suffered as a result of the operation of this event. I give my permission to use my name, my business name, images submitted, and any photographs taken in a commitment to the event and will respect that commitment. I have read the guidelines below and agree to abide by them.

Signature: _____

Print: _____ Date: _____

Applications & Payment can be mailed or brought to the WTN Parks & Rec Dept. Attn: Special Events- 61 Echo Lake Rd., Watertown, CT
Additional Vendor Information will be shared after application has been **approved & processed**.