

2024 SUFFOLK FARMERS' WINTER MARKET

Join us for Suffolk Tourism's winter edition of the Suffolk Farmers' Market! The winter market is an open-air gathering place featuring fresh, locally grown foods, jams/jellies, meats, and baked goods. Participation is open to regional producers within a 100-mile radius of Suffolk.

Craft related vendors accepted for the March 30th specialty market only.

DATE, TIME AND LOCATION

The Winter Market will be located at the Suffolk Visitor Center's outdoor special event pavilion located at 524 North Main Street. The market will operate on the first and third Saturdays of each month, February to April from 10am to 1pm.

The market operates rain or shine, as long as the safety of the vendors and patrons is not at risk.

PRODUCTS

All processed foods (such as dried fruits, honey, home canned and baked goods) must be certified by the Virginia Department of Agriculture and Consumer Services. Baked goods must be labelled properly. Produce or meat vendors should have an approved scale. It is the sole responsibility of the vendor to abide by these regulations.

SPACE ASSIGNMENTS

Vendors may only sell from the space assigned by market staff. Prior participation in Suffolk Farmers' Markets does not guarantee acceptance and/or use of the same space. Tables, chairs and umbrellas are provided, but vendors must provide their own equipment and any additional materials for display of items. Vendors may not use nails or any other materials which may damage the Pavilion. Displays must be confined to the area within the allocated space and must not impede pedestrian traffic. Any display or practice that is judged by the visitor center/market staff to be a safety hazard must be discontinued immediately. Suffolk Tourism staff has the discretion to disapprove any signage considered inappropriate. Vendors are responsible for the collection of all refuse generated from their space.

FACILITY AND PUBLIC PARKING

Public restrooms, water and refuse containers are provided on site by the City of Suffolk. Electricity is limited and provided to vendors as availability allows. Public parking is located adjacent to the pavilion. Vendors are expected to park further out to allow space for customers.

RULES AND REGULATIONS

It is the responsibility of each vendor to abide by all local, state and federal regulations which govern the production, harvest, preparation, preservation, labeling or safety of products offered for sale. Vendors are liable for their own products. The City of Suffolk will not be held liable for the products offered by vendors. Product liability insurance is the sole responsibility of the vendors. Fraudulent, dishonest or deceptive merchandising or collusion to set prices among vendors will be grounds for forfeiture of the right to conduct business. Vendors will be solely responsible at all times for the cleanliness of their vending area. Each vendor is required to leave the space clean at the end of the day.

Solicitation for products, services or charitable contributions not specifically identified as a market commodity is not permitted without prior permission of the Suffolk Farmers' Market staff. Vendors must be in attendance and ready to conduct business by opening time and available for business until closing.

No cooking is permitted on site. Gas generators and propane burners are prohibited. The sale of live animals is prohibited. Flea market sales are prohibited. Reselling of items bought from a wholesaler or retailer is prohibited. The Suffolk Farmers' Market promotes a family atmosphere. Profanity or otherwise offensive language, including gestures, is prohibited. Vendors must be 16 years of age or older. Younger children are welcome to participate when directly supervised by an adult responsible for the children's conduct and safety. Parents and/or guardians will see that their children's behavior meets the expectations of a place of business.

Photographs will be taken for publication in materials used to promote the City of Suffolk. By participating in the Suffolk Farmers' Market you are giving permission to have photographs taken of you and/or your products. No smoking is allowed inside or around the pavilion at any time.

Failure by a vendor to comply with any of these regulations will result in the forfeiture of the right to participate. The City of Suffolk reserves the right to refuse any vendor without reason when it is considered to be in the best interest of the Suffolk Farmers' Market.



SUFFOLK VISITOR CENTER
524 North Main Street
Suffolk, VA 23434
VisitSuffolk@suffolkva.us
VisitSuffolkVa.com



2024 Suffolk Farmers' Market Winter Market Vendor Application

Application due by: **January 2, 2024**

MARKET USE ONLY

Date Received: _____

APPROVE/DENY: _____

Space Number: _____

Vendor / Business Name: _____

Contact Person: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Website or Social Media (with handle): _____

Emergency Contact: (Name and Phone Number): _____

Check the category you intend to sell (may select up to two categories):

- Produce
 Meats/Poultry
 Baked Goods/Food Artisan
 Jams/Jellies/Pickles/Honey
 Plants/Flowers
 Dairy/Cheeses/Eggs
 Seafood
 Bath and Body
 Concessions
 Coffee & Specialty Drinks
 Other: _____

LIST ALL PRODUCTS you intend to sell. All products offered for sale must (required) be pre-approved by market management. A sample and/or photos of your product(s) may be requested.

FARMERS/GROWERS: Please indicate the types of produce you offer so we can promote it.

- Certified Organic
 Virginia Grown
 Certified Naturally Grown
 Hydroponics
 Free Range
 Home-Grown for Heroes
 Pasture Raised
 Other (Please specify): _____

Do you require electricity (limited and not guaranteed): Yes No Do you accept SNAP? Yes No

WINTER MARKET DATES: Check each date of every market you plan to attend. Vendors are expected to attend all dates committed to on this application. If a vendor is unable to attend a scheduled market, the vendor must notify staff by 3:00pm the Thursday before market day. Leaving early is prohibited. Vendors missing two (2) markets without informing the Market Facilitator of your absence will forfeit their vendor space. **The winter market will operate designated Saturdays 10am to 1pm.**

February 3
 February 17
 March 2
 March 16
 March 30**
 April 6
 April 20

****March 30th specialty Easter Market to include a select number of crafters and artisans.**

I/We hereby apply to participate in the 2024 winter farmers' market. If accepted, I/We hereby agree to abide by all guidelines and regulations.

Signature: _____ Print Name: _____ Date: _____

Please return this application by January 2, 2024 to the Suffolk Visitor Center 524 North Main Street, Suffolk, Virginia 23434.