

2011 Vendor Quick Reference Sheet

June 24 – September 30

Every Friday: 3:00 pm – 7:00pm

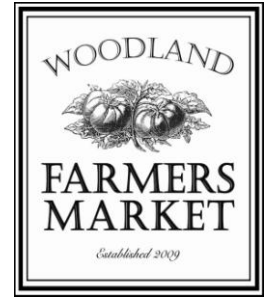
Setup beginning at 12:30pm

Teardown completed by 8pm

Located in Downtown Woodland at Horseshoe Lake Park

Member of WSFMA

woodlandfarmersmarket.org



Welcome to the Woodland Farmers Market. It is nice to see new faces and many familiar ones. Thank you all for your help to create another farmers market and another opportunity for local artisans, entrepreneurs, and farmers to grow their business. Remember a new market takes time and commitment. We are seeking volunteers for the market. Set up, tear down, loading, Info Booth work; ask around at your church, club, or as your family or friends if they'd be interesting in volunteering. If you need more information about volunteering please as Market Master Dawn Blankenship.

Beginning July 8 through the end of August, (every Friday beginning at 7:00 PM) the Downtown Revitalization Hot Summer Nights free concerts will take place at Hoffman Plaza. See Info Booth for a flier with all the performers on it, or visit their website at www.RevitalizeWoodland.com.

Customer parking: on the South next to tree line and north side of Park Road. A few spaces on the boat launch Rd. PLEASE caution your customers about the cable between the posts and tree line.

Vendor Set up begins at 12:30 pm. the Market contract states that 8 pm as the time we are to be out of the park.

Do you need a helper? We have leads for part time help for your booth. See Dawn, or leave your name, booth, phone at the Info Booth an you will get a phone call back.

Remember that Cowlitz County has a different tax rate _____%

Vendor loading and unloading: Use Park road to back up to cable between trees near your vendor space. Unload your items, take to your space, then please park your vehicle before setting up your canopy/tent.

Food vendors/ Truck Based Vendors, and Musicians loading and unloading: The Boat launch road (east side) is for Food vendors/ Musicians loading and unloading, and Vendors that need to be on a hard surface because they vend out of their trucks. Some disabled (handicapped vendors may also apply to market master for a space here.

Vendor Parking: Park Avenue Public Parking, and the parking available along the street behind the Woodland Moose Lodge

Alternate site for Vendor parking: A closer location for parking is the vacant field behind Lakeside Motel (just North of Market site). To reach the alternate parking go down Park road to Lakeshore Drive (turn left at the skate park), then turn left again on to the entry to the field (just past the motel).

ADA parking: 3 spaces on the boat launch road --west side

Restrooms: Handicap accessible near food vendor area. Portapotties near skate park. Public restrooms in Hoffman plaza near the vendor parking area.

Garbage: all vendors --take it home with you. We DO NOT have the use of the City's garbage facilities. Pick it up and pack it out. Pick up your space and the isle in front and around your Booth before you leave.

Recycling containers are in 4 locations around the market and we encourage you to use them properly -no garbage please. the lid states what is appropriate.

Food vendors--take your grey water with you. Are you prepared for the large amount of paper waste your type of vending create? What is your solution? Also tell your customers about tables to eat at across the gravel road in the shady side of the park. that would be west.

Fire Marshall review: any day, any time. If you have a current extinguisher please bring it with you and notify the Info Booth so we can make a note of which vendors have one. All Food vendors are required to have a 2A10BC 5# and anchor all gas cylinders to anchored tent legs or other immobile object (not your spouse).

Securing your booth/tent: All tents will be anchored on each leg with weights see Canopy 101 on the website or get papers from the Info Booth,

Water users: White hose for FOOD VENDORS ONLY. Green hose for all other uses.

We are always interested in where to advertise market, especially if it is low /or no cost. Do you have a club that will accept info in their newsletter?

Thank you,

Dawn Blankenship
Market Master
Market phone 360-903-5251