



JOIN US FOR OUR 9TH SEASON

**Open Every Friday
June 17 – September 23
2:00 pm to 6:00 pm**

**FOOD VENDOR / CRAFTER
REGISTRATION
PACKET**

**Food vendors and crafters will be limited to
handmade crafts and homemade food items only.**

Woodbury Farmer's Market
sponsored by Main Street Woodbury, Inc.
PO Box 180 · Woodbury NJ 08096
856-845-1300 ext.123 · vhorn@woodbury.nj.us

Woodbury Farmers Market

Food Vendor / Crafter Registration Form

**ONLY HAND MADE CRAFTS AND HOME MADE FOODS
WILL BE PERMITTED TO BE SOLD AT THE MARKET.**

NAME _____

BUSINESS ADDRESS _____

MAILING ADDRESS _____

PHONE # _____

E-MAIL _____

REGISTRATION FEES

Daily fee ____ \$25.00 per day

Monthly fee ____ \$90.00 per month (4 Fridays)

Seasonal fee ____ \$225.00 for the season (15 Fridays)
(this is a savings of \$150 over the daily rate)

Woodbury Food License If selling prepared or packaged food or drink, you must obtain a Woodbury Food License. It costs \$25 and is valid through December 31 and covers any Woodbury event. To obtain a Woodbury Food License you must have a Board of Health Certificate for the kitchen that prepared the food and you must submit the Gloucester County Application for Food Vendors at Special Events, attached. Contact Fran Nigro at Woodbury City Hall at 845-1300 ext 121 for the Food License.

Please return the following to secure your space:

- ✓ Registration Form
- ✓ Commodity Plan
- ✓ Woodbury Food License (if applicable)
- ✓ Gloucester County Application for Food Vendors at Special Events (if applicable)
- ✓ check payable to **Main Street Woodbury Farmers Market**

send to:

**Woodbury Farmers Market
PO Box 180
Woodbury NJ 08096**

Woodbury Farmers Market
Food Vendor / Crafter Commodity Plan

NAME _____

BUSINESS NAME _____

List the food / crafts you will be selling:

CERTIFIED KITCHEN NAME AND ADDRESS WHERE FOOD IS PREPARED:

Dates Available: _____

Homemade: _____ yes _____ no

Purchased: _____ yes _____ no

if purchased, provide business name, address and contact person where purchased:

WOODBURY FARMER'S MARKET RULES & REGULATIONS 2011

MISSION STATEMENT

The Woodbury Farmer's Market is sponsored by Main Street Woodbury, Inc. a non-profit volunteer organization. The Farmers Market Committee is a sub-committee of Main Street Woodbury. They are a volunteer group of residents, charged with operating the Market and developing and promoting the Woodbury Farmer's Market.

RULES

Vendors may start to set up by 1 PM, and must be closed up and ready to leave no later than 7 PM. Selling may only take place during the market hours of operation of 2:00 PM to 6:00 PM.

Vendors must unload their vehicles at their site and park their vehicles in the customer parking lot. While the Market is open **no moving vehicles are permitted in the market area.**

Each vendor will be assigned three (3) parking spaces for their selling space. Vendors who sign up for the full season will be given a permanent location for the season.

Vendors must have:

- a) their business name & address clearly displayed at their site
- b) prices for all items listed legibly and in clear view
- c) a copy of their Woodbury Food License on display

We are located in an asphalt, no-shade parking lot, during the summer. Vendors **must** set up a canopy, or a free standing umbrella, to provide shade for you, your product and your customers. Weights must also be provided. In the event of winds, non-weighted tents & umbrellas will take off in a gusty wind and can be dangerous.

Restroom facilities are available in the train station. Water and electric hook up are available in the market lot at no fee. Electric users must provide their own extension cords; water users must provide their own hose/bucket. Vendors are responsible to ensure that hoses and cords do not present any hazard to the customers or the market operation.

An on-site Market Manager will be responsible for the orderly operation of the market. All questions and issues are to be directed to the Market Manager, whose decision is final. If an issue is not resolved to your satisfaction, you may put it in writing and present it to the Farmers Market Committee for final resolution. The Farmer's Market Committee meets on the second Tuesday of each month, in the Woodbury Library at 7:00PM.

Smoking and alcoholic beverages are not permitted at any time.

The Farmers Market Committee reserves the right to limit authorization on who may sell at the market, what is to be sold at the market, and what activities may be conducted at the market.

Stephen M. Sweeney
Freeholder Director



Jean DuBois
Freeholder Liaison

APPLICATION FOR FOOD VENDORS AT SPECIAL EVENTS

PLEASE RETURN COMPLETED FORM FOURTEEN(14) DAYS PRIOR TO THE EVENT

Name of Event _____
Date(s)/Time of Event _____
Location of Event _____
Your Business Name _____
Business Address _____ City _____ State _____ Zip _____
Contact Person _____
Phone# of Contact Person _____
List every Food & Beverage you will serve at this event:

Will any of the above listed foods/beverages be prepared at another location prior to the event?

Yes ___ No ___

If Yes, list Name of Facility _____

Address of Facility _____

Provide a copy of the facility inspection report and satisfactory posting

Date(s) and time(s) of food preparation at this location _____

How will foods be kept cold? (if applicable) _____

How will foods be kept hot? (if applicable) _____

How will you cook/reheat foods on-site? (if applicable) _____

How will you wash your hands? _____

Who is your ice supplier? (if applicable) _____

Please check one: Serving from a Booth/Tent ___ Mobile unit ___ Provide Tag# _____

Name of Commissary where will you be washing utensils, etc.? _____

Time(s) when you will be on-site at the event _____

Person in charge at the event if not the applicant _____

**PLEASE ATTACH COPY OF MOST RECENT "SANITARY INSPECTION REPORT" FROM
YOUR LOCAL HEALTH DEPARTMENT IF YOUR BUSINESS IS NOT LOCATED IN
GLOUCESTER COUNTY.**

Wendy Carey, Chief Registered Environmental Health Inspector
Gloucester County Department of Health & Senior Services
Division of Health, Consumer Services
204 East Holly Avenue
Sewell, New Jersey 08080
(856) 218-4170 PHONE
(856) 218-4161 FAX