



## 2018-19 Wicker Park Farmers Indoor Market Community Table Application

Thank you for your interest in the Wicker Park Farmers Market 2018-19 season, scheduled Saturdays from December 1, 2018 through April 21, 9am-2pm in Chop Shop (2033 W. North Ave).

### **Guidelines:**

The following guidelines have been established by the Wicker Park Farmers Market to maintain a productive marketplace for both vendors and the community. The Wicker Park Farmers Market may change, modify or delete guidelines to preserve the safety and security of said marketplace.

As a community-based association, the Wicker Park Bucktown Chamber of Commerce is committed to fostering a culture of community and pride in our neighborhoods. One of the ways we advance this part of our mission is to allow community groups to participate in our market for the purpose of helping them build awareness, enlist support and disseminate information.

Broadly speaking, organizations that will be granted space at the Community Table will fall into one of the following categories:

1. Market sponsors
2. Health / sustainability programs
3. Local not-for-profit service-oriented organizations or programs
4. Local not-for-profit issue-oriented organizations
5. Local businesses

Community Table participants are supplied with a tent, table, and one chair. Vendors must bring any other necessary supplies.

Nothing may be sold at the Community Table, nor may organizations at the table accept donations at the market. Tables are only for information dissemination, collection of email addresses, and discussion / direct promotion. Organizations wishing to promote their commerce can provide cards or brochures that have information on how to purchase their product or services outside of the market (e.g., how to order online).

Organizations should ideally be based in or around Chicago. All organizations seeking space at the Community Table must complete the enclosed application. Acceptances are at the discretion of the market

manager. Organizations can apply to use the Community Table for more than one week during a season on a single application; however allocations are made based on availability and a rotation with other organizations.

**Cost:**

The standard fee for reserving the Community Table is \$40 per market for non-Chamber members, \$30 per market for Chamber members. This fee may be negotiated or waived on the basis of need; the community table should not be cost-prohibitive. Please contact the Market Manager if you have questions about billing.

**Application Instructions:**

Please answer all applicable questions as completely as possible, attaching additional pages as necessary. To be considered as a community table vendor, we must receive your completed application and any supporting documents by **November, 21, 2018**. Applications may be submitted by mail, in person at our office, or emailed to: [farmersmarket@wickerparkbucktown.com](mailto:farmersmarket@wickerparkbucktown.com).

**Contact Information**

Vendor Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Business Telephone: \_\_\_\_\_ Home Telephone: \_\_\_\_\_

Fax Number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Website: \_\_\_\_\_

**Are you a member of the Wicker Park Bucktown Chamber of Commerce?**

Yes \_\_\_\_ No \_\_\_\_

**Participation Dates**

Please circle the dates that you are most interested in for the Farmers Market. Select more than one date, as your first choice is not guaranteed. Dates are filled on a first-come, first-served basis. (Please check availability with the WPB Chamber of Commerce.)

December 1	December 8	December 15	December 22	January 5
January 12	January 19	January 26	February 2	February 9
February 16	February 23	March 2	March 9	March 16

March 23	March 30	April 6	April 13	April 20
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*Indicate your preference of dates below:*

First Choice: \_\_\_\_\_

Second Choice: \_\_\_\_\_

Third Choice: \_\_\_\_\_

**3. Involvement**

Please give a description of what you plan on doing at the Chamber table. *Example: Promoting products or services for sale, educational displays, product demonstrations, promotional giveaways, etc.*

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