

Reminder

Farmers Market is
now on TUESDAY!



Rocky Hill Community Market features locally crafted and grown products. Vendor application approval is at the discretion of the Parks & Recreation Director. Local farm and hand-craft vendors are especially encouraged to participate.

Vendor Application Form

Business Name/Contact Name: _____

Mailing Address (Street, City, State, Zip) : _____

Telephone/Email : _____

Website/Social Media : _____

Please indicate how you would like us to advertise your business on social media: _____

Rocky Hill Community Market (Elm Ridge Park)

Please indicate date(s) you would like to participate in:

- Tuesday, July 9th
- Tuesday, July 16th
- Tuesday, July 23rd
- Tuesday, July 30th
- Tuesday, August 13th

All markets are from 4:00 - 7:00 p.m.

Vendor check in starts at 2:30 p.m.

Electrical: Electrical outlets will not be provided, so please plan accordingly.

Fees: \$25.00 per booth per date for Vendors and Food Trucks. Each vendor will be assigned one 10x10 space. Vendors must provide their own tents, tables, chairs & signs.

Please make checks payable to:

“Town of Rocky Hill”.

Vendor Classification - please check one

- Farmer (Identify: Certified Organic, Non-Certified Organic, Certified Naturally Grown Farmers Pledge)
- Ready-To-Eat and Consumables (Please attach list of locally sourced ingredients)
- Artisan/Maker/Service
- Other (Description)

Checklist of Required paperwork and permit (Due two weeks before selected date).

For Office Use Only:

- Completed Vendor Application Form and Market Guidelines
- Copy of CT Sales Tax Certificate or Tax Exempt Certificate
- Seasonal Farmers Market Food Service Establishment License (www.ccthd.org) or
Contact Jeffrey Vecchitto: JVecchitto@ccthd.org (860) 785-8380 x 206
- Certificate of Insurance or a Town of Rocky Hill Liability Waiver
- Copy of kitchen certification for food vendors
- A list of products along with pictures of your products and booth set up. Pictures may be emailed to:
rchhabra@rockyhillct.gov

*Any Vendor selling food is responsible for obtaining a Food License (Permit) issued by the Central CT Health District. An application for this license can be found on the District's website at www.ccthd.org under applications/forms/food service. The application must be submitted a minimum of two weeks prior to the event. The License will be issued the day of the event following an onsite inspection.

General Vendor Guidelines:

1. The market is located at Elm Ridge Park, 376 Elm Street, Rocky Hill, CT (Route 160).
2. Hours of operation are 4:00 p.m. to 7:00 p.m. (unless otherwise noted).
3. This event will take place rain or shine. Cancellation will only occur in the event of thunder/lightning.
4. Vendor check in starts at 2:30 p.m.
5. Vendors should sell only items that have been approved on the application submitted.
6. The market will provide trash cans for vendor convenience.
7. Portable restrooms are available on site.

By signing this application, I agree that I have read the rules and regulations of the Rocky Hill Farmers Market and agree to comply with them.

Signature of Applicant

Date

**Return this application to:
Rita Chhabra
Rocky Hill Parks & Recreation C/O Community Market
761 Old Main Street , Rocky Hill, CT 06067**