



**Fairfield & Suisun City Farmers  
Markets 2024 Season: May - September**  
**Fairfield: Thursdays 3:00-7:00 pm**  
**Suisun City: Sundays 12:00-4:00 pm**

**Business Name** \_\_\_\_\_ **Contact** \_\_\_\_\_

**Email Address** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_ **City** \_\_\_\_\_ **Zip** \_\_\_\_\_

Purpose for participation. List All items sold and/or promoted. Attached list if needed.

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### CHAMBER MEMBERSHIP

\_\_\_\_\_ Member Fee \$500 - Includes Season Fees for both Farmers Markets, All Chamber Membership benefits valued at well over \$500.00. See Benefits on last page.

### Grower Fees for Each Market \*please check off as applies\*

☐ **Fairfield Farmers Market**

☐ **Suisun Waterfront Farmers Market**

\_\_\_\_\_ App Fee \$75.00 - Weekly Space \_\_\_\_\_ \$37.00 (10x10) \_\_\_\_\_ \$52 (10x20) \_\_\_\_\_ \$67 (10x30)

**Grower Fees for BOTH Fairfield & Suisun Markets:** Weekly Fees for (2):

\_\_\_\_\_ App Fee \$100.00 - Weekly Space \_\_\_\_\_ \$57.00 (10x10) \_\_\_\_\_ \$82 (10x20) \_\_\_\_\_ \$102  
(10x30)

### Other Vendor Fees

\_\_\_\_\_ **Pre-Packaged & Prepared Foods:** App Fee \$50.00 - Weekly Space \$32 (10x10)

\_\_\_\_\_ **Food Trucks:** App Fee \$50—Weekly Space \$64 (10x20)

\_\_\_\_\_ **Artisan & Community Org./NonProfit:** App Fee \$30.00—Weekly Space \$22 (10x10)

\_\_\_\_\_ **Commercial:** App Fee \$30.00—Weekly \$32.00 (10x10)

**PAPERWORK NEEDED FROM ALL PARTICIPANTS:** Certificate of Insurance naming Fairfield-Suisun Chamber of Commerce as additional insured & Current Fairfield Business License:

<https://www.fairfield.ca.gov/government/city-departments/community-development/building-safety/business-license>

### Growers:

\_\_\_\_\_ Copy of Certified Producers Certificate

\_\_\_\_\_ Copy of Organic Certificate (if applicable)

### Artisans & Commercial:

\_\_\_\_\_ Copy of Sellers Permit

\_\_\_\_\_ Photos of what you sell/promote

### Food Vendors:

\_\_\_\_\_ Copy of Solano County Food Permit

\_\_\_\_\_ Copy of Fire Code Permit (cooking on-site)

### Non-Profit

\_\_\_\_\_ Copy of Tax Exempt Status Letter

### Return Application To:

**Fairfield-Suisun Chamber of Commerce, 1111 Webster St., Fairfield 94533**  
**(707) 425-4625 EMAIL: [taylor@fairfieldsuisunchamber.com](mailto:taylor@fairfieldsuisunchamber.com)**

## **GENERAL INFORMATION / RULES & REGULATIONS**

### **LOCATION & HOURS OF OPERATION:**

**Fairfield Certified Farmers Market:** On the Solano County Lawn: 600 Texas Street in Downtown Fairfield.

(May 2nd-Sept 26th) Thursdays from 3:00-7:00pm

**Suisun Waterfront Certified Farmers Market:** At Harbor Center at in Downtown Suisun Waterfront .

(May 19th– Sept 29th) Sundays from 12:00-4:00pm

### **SET-UP & BREAK DOWN/CLEAN-UP:**

**Fairfield Certified Farmers Market:** Growers may begin setting up at 1:00pm. Parking spaces will be assigned to growers. All other vendors may begin set up at 2:00pm and may park in the parking lot adjacent to the County Lawn. **STAKES OR WEIGHTS ARE REQUIRED.** The market closes promptly at 7pm. Vendors are prohibited from breaking down early. Full participation for the duration of the market s required. All areas must be clean when departing.

**Suisun Waterfront Certified Farmers Market:** Growers may begin setting up at 10:00am. Parking spaces will be assigned to growers. All other vendors may begin set up at 11:00am and may park in public parking adjacent. **STAKES OR WEIGHTS ARE REQUIRED.** The market closes promptly at 4pm. Vendors are prohibited from breaking down early. Full participation for the duration of the market is required. All areas must be clean when departing.

**WEEKLY FEES:** Vendor fees will be collected at the beginning of each market day. Credit cards on file will be processed the day prior to the market, unless a notification of non-attendance is provided at least 2 days before the market. We will have the option to pay for the full season as well. \*see last pages\* **Vendor fees are non-refundable**

**CANCELLATIONS:** If you are unable to attend the market, please call (707) 425-4625 or email the Market Manager at [info@fairfieldsuisunchamber.com](mailto:info@fairfieldsuisunchamber.com) by 12pm the Tuesday prior to Fairfield's Thursday Market, and by 12pm the Friday prior to Suisun's Sunday Market. Failure to cancel will result in payment of your reserved space.

**INCLEMENT WEATHER:** In case of unfavorable weather conditions, please call the Market Manager by noon on Friday at (707) 425-4625 or email [info@fairfieldsuisunchamber.com](mailto:info@fairfieldsuisunchamber.com).

**GROWERS:** Prices must be clearly displayed, and a Load List must be provided at the end of each market. Vendor space should be left in a clean and sanitary condition. If samples are offered, please provide a trash container. Required identifying banners include Farm/Ranch, location, and "**We Grow What We Sell**" signage.

**FOOD VENDORS:** The menu with prices must be clearly marked. Only items listed on your vendor application can be sold. Item limitations may be in place to avoid overlapping of similar items.

**ARTS & CRAFTS:** Handmade items are preferred and will receive first consideration. Producers may reject vendors with overlapping craft items.

**NON-PROFITS:** Booths must be supervised by an adult at all times. Flying or roaming throughout the market is not permitted. Distributing consumables (food/drink items) is not allowed. Large groups can contact the Fairfield-Suisun Chamber of Commerce to coordinate space.

**ALL VENDORS:** **Canopies with Stakes and or weights are mandatory. Early breakdowns are not permitted !**

Equipment and displays must remain inside your canopy, and your area must be kept clean at all times. Market spaces are assigned by the Market Manager. Smoking or alcohol consumption is not allowed during market participation. Only Food Vendors can provide food. Your business name or organization must be displayed at all times.

## **Vendor Application, Fee Authorization, and Agreement**

I am applying for a vendor space at the Suisun City Waterfront /Fairfield Farmers Market and hereby agree to the Rules & Regulations as set forth. This includes maintaining an active General Liability Insurance policy with the Fairfield-Suisun Chamber of Commerce named as an additional insured and providing a current Certificate of Insurance (COI) reflecting this coverage throughout my participation. I acknowledge the importance of these insurance requirements and accept that the responsibility for compliance rests solely with me, assuming all liability for any incidents resulting from failure to maintain such a policy.

I commit to communicating all these conditions to my staff and volunteers. I agree to provide a cancellation of participation notice by 12pm on the Tuesday prior to the market day to avoid being charged the booth fee.

**The Fairfield-Suisun Chamber of Commerce reserves the right to refuse vendor participation at our discretion.**

### **Insurance requirement acknowledgment:**

**Initial here:** \_\_\_\_\_ to confirm your understanding and agreement to the insurance conditions.

By signing below, I affirm my commitment to the above statements and authorize the transaction of vendor fees to my Credit Card as per the market's policies.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

### **Payment Authorization & Details**

**PAYMENT Type:** \_\_\_\_\_ **VISA** \_\_\_\_\_ **MC** \_\_\_\_\_ **DISCOVER** \_\_\_\_\_ **AMEX**

**Credit Card #:** \_\_\_\_\_ **Exp. Date:** \_\_\_\_\_

**Name on Card:** \_\_\_\_\_ **Security Code:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_



## Chamber Benefits

- By becoming a member you would save approximately \$100-\$500 on vendor fees by signing up for a membership for a membership and still be able to participate in all market dates.
- Complimentary Admission to monthly after hours, mixers
- Access to Important Chamber and community information through our weekly email blast of "The Top Five" magazine published weekly. [Click Here to Check out The Top Five Magazine.](#)
- Member only pricing on several Chamber events held annually with networking and learning opportunities.
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- KUIC Announcements broadcasting your new membership with the Chamber.
- Display Business Cards in Chamber Lobby
- Access to New Member Ribbon Cutting! [Click Here for Ribbon Cutting FAQ's and Application Request.](#)
- Offer and Receive member -to- member Promotions through your membership portal as well as our "Business Edge" Magazine published monthly. [Click Here to Check out The Business Edge Magazine.](#)
- Use of the Chamber's proud member logo for your company's website and marketing efforts.
- Includes the "Enhanced Package" for your business directory space which enables YouTube video's, photo slide shows, logo space, Google Maps to your business and much more. [Click Here: For an Example of what Your Ad Space Could Look Like.](#)
- Promote your events on The Chamber Community Calendar. [Click Here: To see our Current Events Calendar](#)
- FREE Access to our [Shop Where I Live Website](#) where you can create a virtual storefront and sell products and services online **\$200 Value**
- Eligible to rent office or meeting space.
- Receive key business friendly voter guide.
- Free job postings

## **Fairfield/Suisun Market Dates**

I'd would like to participate in the full market season. Y/N

Please check the boxes for the market dates you wish to participate in.

### **FAIRFIELD Dates \*Thursdays 3-7pm\***

#### **MAY**

May 2, 2024	
May 9, 2024	
May 16, 2024	
May 23, 2024	
May 30, 2024	

#### **JUNE**

June 6, 2024	
June 13, 2024	
June 20, 2024	
June 27, 2024	

#### **JULY**

July 4, 2024	NO MARKET
July 11, 2024	
July 18, 2024	
July 25, 2024	

#### **AUGUST**

Aug. 1, 2024	
Aug. 8, 2024	
Aug. 15, 2024	
Aug. 22, 2024	
Aug. 29, 2024	

#### **SEPTEMBER**

Sept. 5, 2024	
Sept. 12, 2024	
Sept. 19, 2024	
Sept. 26, 2024	

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**Yes**, I would like to pay for ALL my weekly fees upfront upon turning in my application.

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**No**, I would like to pay for my weekly fees upon arrival EACH day of the event

**SUISUN Dates \*SUNDAYS 12-4pm\***

I'd would like to participate in the full market season. Y/N

Please check the box(es) for the market dates you wish to participate in.

**MAY**

May 19, 2024	
May 26, 2024	

**JUNE**

June 2, 2024	TBD
June 9, 2024	
June 16, 2024	
June 23, 2024	
June 30, 2024	

**JULY**

July 7, 2024	
July 1, 2024	
July 21, 2024	
July 28, 2024	

**AUGUST**

Aug. 4, 2024	
Aug. 11, 2024	
Aug. 18, 2024	
Aug. 25, 2024	

**SEPTEMBER**

Sept. 1, 2024	
Sept. 8, 2024	
Sept. 15, 2024	
Sept. 22, 2024	
Sept. 29, 2024	

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