



BENICIA CERTIFIED FARMERS MARKET (33rd Season)

Thursdays, April 24 - October 30, 2025 except July 3 / First Street Between B & D
Market Hours: 4-8pm April - August | 4-7pm September - October

Business: _____ Contact: _____

Email: _____ Phone (Best): _____

Address: _____ City: _____ State: ____ Zip: _____

Describe sales or activity you propose. ALL items sold or promoted MUST be listed. (Attach separate sheet if needed): _____

ANNUAL MEMBERSHIP (No application fee, space in market guaranteed, reduced weekly rate)

Please check box below:

Farmers: Membership \$150 + Weekly Space: \$42 (10x10) \$67 (20x10) \$87 (30x10)

Pre-Packaged—OR—Prepared Food:

Membership \$150 + Weekly Space: \$47 (10x10) \$94 (20x10 Booth or Food Truck)

Arts & Crafts: Membership \$190 + Weekly Space: \$47 (10x10) \$94 (20x10)

First Street Business: One FREE market. Date requested: (no market 7/3) _____

Membership \$150 + Weekly Space: \$47 (10x10) \$94 (20x10)

Membership Fee + First Week Due with Application. **Total Due \$** _____

NON-MEMBERS (Subject to space availability)

Market dates requested: (no market 7/3) _____

Please check box below:

Farmers / Pre-Packaged Food / Prepared Food / Arts & Crafts / First Street Business:

One-time Application Fee \$30 + Per Week: \$62 (10x10) \$124 (20x10 Booth or Food Truck)

Non-Profit: \$20 5x5 informational space (no canopies) \$40 10x10 selling space

Application Fee + First Week Due with Application. **Total Due \$** _____

PLEASE SUBMIT THE FOLLOWING SUPPORTING DOCUMENTS with your signed application:

Farmers

- ___ Certified Producers Certificate
- ___ Certificate of Liability Insurance naming Benicia Main Street as additionally insured
- ___ Organic Certificate (if applicable)

Arts & Crafts

- ___ Sellers Permit from State Board of Equalization
- ___ Two Product Photos & One Booth Photo

Food Vendors

- ___ Solano County Temporary Food Vendor Permit
- ___ Certificate of Liability Insurance naming Benicia Main Street as additionally insured
- ___ Fire Code Permit (vendors cooking onsite)

Non-Profit

- ___ Copy of Tax Exempt Status Letter

PAYMENT Credit Card # _____ Exp. Date: _____

Or Check payable to **Benicia Main Street**

Submit completed application packets to:

Benicia Main Street. 90 First Street, Benicia, CA 94510 | (707) 745-9791 | info@BeniciaMainStreet.org

Office use only: DATE RECVD. _____ ACCEPT Y / N _____ NOTIFIED ON _____ INITIAL PMT RECVD ON. _____



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Market Hours: 4-8pm April - August | 4-7pm September - October

General Information / Rules & Regulations

LOCATION: First Street, between B and D Streets. Check In at First and D Street. (GPS: 333 First Street).

MARKET HOURS: Thursdays 4-8pm April 24 - August and 4-7pm September - October 30. **No market 7/3.**

SETUP: Barricades will be set up at 3:00pm. Vendors may begin setting up as soon as the barricades are up. Vendor vehicles must be unloaded and out of the market zone by 3:30pm.

BREAK DOWN & CLEAN UP: Sales activities end at 8:00pm (April-August) and 7:00pm (September-October).

Do not break down early! Violation subject to market probation. You must be ready to leave by 8:30pm (April-August) and 7:30pm (September-October). NOTE: Vendors not off-site by this time are subject to a \$15 fine; this will be strictly enforced. Third violation subject to market probation.

WEEKLY FEES: Vendors are accountable for paying their weekly space fee. Fees will be collected the following day by the Market Manager or staff. The credit card on file will be used to process payment.

CANCELLATION: If unable to attend the market, call or email by 4:00pm the Wednesday prior to market day. If we do not show a record of cancellation, you will be responsible for paying for that space.

INCLEMENT WEATHER: The market is a rain or shine event. In case of bad weather, call the Benicia Main Street office prior to noon on the day of the market. When in doubt, come to the market for a final decision. If conditions deteriorate during the market, check with the market manager if an early take-down will be needed.

ALL VENDORS: All vendor spaces are assigned by the Market Manager. Exact booth space is not guaranteed from week to week. No smoking within 25 feet of the market. No alcohol consumption in the market. All sale items must be clearly marked with prices. Do not sell items not listed on your application. Must keep booth clean and safe. Provide trash receptacle if you sample items for consumption. Do not put waste into flower beds, City or Market garbage cans, or gutters. Display the name and location of your business or organization. Keep business activities in booth space. Canopies, tables, and displays must be kept within the confines of booth space; 20 foot clearance in the middle of the market must be maintained at all times for emergency vehicles. No items OR vehicle are allowed on the sidewalks. Portable restroom, sink, and waste water tank are located on First Street Green at First & B. Additionally, a water spigot is located at the First Street Green.

ADDITIONAL RULES:

FARMERS: Prices must be clearly posted. Must provide an itemized list (Load List) of all products sold at the market each market day. Must post a sign or banner that states farm/ranch, location of farm/ranch, and declare We Grow What We Sell.

FOOD VENDORS: Menus must be clearly marked with items and prices. You may only serve items listed on the application. Additional items require approval from Market Manager. Samples can only be provided with approval of Health Department and in accordance with regulations. The Market Manager may limit food vendors selling like items.

ARTS & CRAFTS: Handmade items are preferred and will be given priority consideration. In an effort to provide a variety of crafters to the market the manager may deny too many of the same craft.

NON-PROFITS: Adult (21 plus) supervision must be at the booth at all times. Participation within the booth space is limited to 2-3 volunteers at a time. Groups are required to stay within the boundaries of their booth space. No flyering throughout the market. Groups wishing to sell or giveaway food items must have the necessary permit from the Health Department. Failure to show after reserving a space may result in future denial.

FIRST STREET BUSINESS: Your booth must reflect your business in terms of merchandise, services, and activity. Photographs may be required.

AGREEMENT. I am applying for a space in the Benicia Certified Farmers Market. I have read and agree to the above Rules & Regulations. I will also convey all of these conditions with my staff / volunteers. I understand that I MUST cancel by 3:00 pm the Wednesday prior to market day or I will be charged the regular booth fee.

SIGNED _____ **DATE** _____