



CITY OF PARKLAND

Farmers’ Market Application ★ November, 2023- April, 2024 ★

www.cityofparkland.org/farmersmarket

The City of Parkland presents our annual Farmers’ Market at the Equestrian Center located at 8350 Ranch Road. The Market will be held on the following Sundays from 9:00am - 1:00pm:

Sunday, November 5, 2023	
Sunday, November 19, 2023	Pet Expo
Sunday, December 3, 2023	Craft Fair
Sunday, December 17, 2023	Craft Fair
Sunday, January 7, 2024	Health & Wellness
Sunday, January 21, 2024	Business Expo & Public Safety
Sunday, February 4, 2024	Cultural Awareness & Inclusion
Sunday, February 18, 2024	Craft Fair
Sunday, March 3, 2024	Birthday Celebration & Car Show
Sunday, March 17, 2024	Craft Fair
Sunday, April 7, 2024	Community & Business Expo
Sunday, April 21, 2024	Environmental Expo



Parkland is an affluent, 14.3 mile city located in the northern-most part of Broward County; drawing crowds from the tri-county area—Broward, Palm Beach, and Miami-Dade County. The Farmers’ Market brings approximately 4,000 people each date, and has continually grown each year.

Along with a vast assortment of produce and organic products, the City of Parkland Farmers’ Market includes a variety of baked goods, coffee and tea, pet supplies, sauces, seafood, treats to enjoy while walking the market, activities for kids, and more.

The market also hosts Specialty Market days as an extension of the regular market. The Craft Fair will feature local artisans with handmade goods, paintings, gifts, home décor, and apparel. Health and Wellness Day includes things like fitness, essential oils, medical offices, and active lifestyle brands. Bring your well behaved and leashed furry friend to the Pet Expo to discover natural pet foods, treats, and pet accessories.

Our Community Awareness market welcomes Parkland based nonprofit organizations to showcase their mission as well as Parkland’s Emergency Services with safety education and vehicle displays. Finally, the Environmental Expo will celebrate Arbor Day with plant giveaways and focus on recycling and sustainability.

Parking is conveniently located and may be available behind booth spaces when possible. Vendor set up begins at 6:00am on Market days and staff will be on site to assist and direct you to your assigned booth space.

We thank you for your continued support, interest, and participation in the Parkland Farmers’ Market.

For more information, e-mail farmersmarket@cityofparkland.org or contact the Parks and Recreation Department at 954-757-4105.



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REQUIRED PERMITS/LICENSES

ALL VENDOR PERMITS MUST BE SUBMITTED AT THE TIME OF APPLICATION.

Submit copies of documents to farmersmarket@cityofparkland.org or mail to:

City of Parkland, Attn: Farmers' Market

6600 N. University Drive

Parkland FL 33067

All Vendors are responsible for collecting their own sales tax.

FARMERS/GROWERS

- Grower's Permit issued by the Agricultural Extension Office in the county where the crops are grown and listing the items grown on the permit.

PRODUCE/PLANT RESELLERS

- No Permit Required

BAKED GOODS/CONFECTIONS/BEVERAGES/GOURMET/PROCESSED FOODS

- FDACS Permit (unless it falls under the Cottage Food Law)

RESTAURANT/CAFÉ

- DBPR License

SEAFOOD/DAIRY/MEAT/POULTRY

- FDACS Permit

PLANTS/TREES/ORCHIDS/EXOTICS/FLOWERS

- FDACS Division of Plant Industry License

DÉCOR/CRAFTS/ART

- No Permit Required



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APPLICATION INSTRUCTIONS

1. Returning Vendor application will be accepted beginning April 6th. New vendor applications will be accepted starting June 1, 2023. All applications will be reviewed by the City of Parkland and the Parks and Recreation Coordinator has the full authority to approve or deny participation in the Market.
2. If you apply online, please select your preferred payment method on the application and wait to hear from us for payment instructions. Payment will be due within one (1) week, upon acceptance into the market.
3. APPLICATIONS MUST INCLUDE: Up to three images of items sold, including one of the booth display. Returning vendors are not required to submit photos. **Incomplete applications will not be considered.**
4. Mail completed applications along with a copy of permits/licenses and pictures (if applicable) to:
**City of Parkland
Attention: Farmers' Market
6600 N. University Drive
Parkland, FL 33067**

Or E-mail to farmersmarket@cityofparkland.org

FEES AND PAYMENT

A booth assignment for the season will not be guaranteed until payment is made in full. Fees must be paid before 5:00pm on the due date or booth spaces will be forfeited. Once payment has been made, the City of Parkland does not offer refunds. Row placement and assignment will be completed by the Parks and Recreation Coordinator and is subject to change, specific booth placement will not be guaranteed as it will be a first come fist serve basis.

* **Full Season** - Payment will be due in full within one (1) week, upon acceptance into the market.

Farmer/Grower \$225 per 10x10 space

Other \$400 (Resident) / \$480 (Non Resident) 10x10 space

*\$25 off for Parkland based businesses with a valid Local Business Tax Receipt.

Discount good for full season only.

* **Daily / Specialty Vendor** - Payment will be due in full within one (1) week, upon acceptance into the market and at least 48 hours prior to market..

Other \$65 per 10x10 space

Payment Options:

1. Mail (City of Parkland, Attn: Farmers' Market, 6600 N. University Drive, Parkland FL 33067)
-Check payable to CITY OF PARKLAND
2. Online via WebTrac (must have username and password—contact 954-757-4105 to reset if needed)
-Visa/MasterCard Only
3. In Person
-Tennis Center at Quigley Park (7901 Parkside Drive, Parkland FL 33067)

No refunds will be issued after payment has been received. Failure to make payment on time will result in loss of vendor booth space.



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Business Name _____ Contact Person _____

Address _____

City _____ State _____ Zip Code _____ Phone # _____

Cell Phone # _____ E-Mail _____

Website Address _____

VENDOR INFORMATION

New Vendor Returning Vendor Last Season Attended: _____

Farmer/Grower - Small-scale farmers who grow or raise their own produce, plants, trees, and herbs, or whose farm produces its own agricultural product. ***Growers permit MUST accompany vendor application.***

Other - Any other vendors including but not limited to: baked goods, coffee, tea, jam, oil, cheese, fresh fish, flowers, produce or plant resellers, pickles, meat, pasta, honey, granola, etc.

MARKET DATES

Please check all dates in which you would like to attend the City of Parkland Farmers' Market:

- | | | | |
|--|--|--|---|
| <input type="checkbox"/> November 5 | <input type="checkbox"/> December 17 (Craft Fair) | <input type="checkbox"/> February 4 (Cultural Awareness) | <input type="checkbox"/> March 17 (Craft Fair) |
| <input type="checkbox"/> November 19 (Pet Expo) | <input type="checkbox"/> January 7 (Health & Wellness) | <input type="checkbox"/> February 18 (Craft Fair) | <input type="checkbox"/> April 7 (Business Expo) |
| <input type="checkbox"/> December 3 (Craft Fair) | <input type="checkbox"/> January 21 (Business & Public Safety) | <input type="checkbox"/> March 3 (B-Day & Car Show) | <input type="checkbox"/> April 21 (Environmental) |

PRODUCTS TO BE SOLD AT THE MARKET

Please list all products you intend to sell at the City of Parkland Farmers' Market. Vendors may only sell those items that are pre-approved on this application. Vendors will be required to remove unauthorized items from their booth and may be denied future participation at the Market. Products not in keeping with the mission of the Market or that are deemed not "family friendly" are prohibited. Vendors requesting the "Farmer/Grower" category must submit proof that their products are grown or raised by them. The City of Parkland must approve any new items before they are sold.

Are you cooking or using any kind of heating element on site? If yes, explain. (See page 7 of vendor manual for regulations)

Are you using a generator for power? If yes, what size? _____

LIST ALL ITEMS TO BE SOLD IN DETAIL:

The undersigned does forever discharge, release, and hold harmless the City of Parkland and all other agents of and from any and all manner of actions, suits, damages of claims whatsoever arising from any loss of damage to the person or property while in the possession or supervision of the City of Parkland Farmers' Market and hereby consents to the enforcement of all rules of the Farmers' Market as set out in the Operations Manual.

Printed Name

Signature

Date