



VENDOR APPLICATION FORM

Saturday, December 13th 9am to 3pm

Cam-plex Central Pavilion
1635 Reata Drive, Gillette, WY

PAYMENT DUE IN FULL WITH COMPLETED CONTRACT

QUESTIONS: Contact Joanne Engelhaupt @
307-299-7497
joanne@rustybucketwy.com

Business/Vendor Name: _____

Contact Name: _____

Address: _____

City, State, Zip Code: _____

Phone: _____ Email: _____

Items to be Sold: _____

Facebook Page Name: _____

Website: _____

REGISTRATION

Market Vendor:	\$110.00 (until October 31st)	
10x10 space	\$130.00 (November 1 - show date)	\$ _____
Reserve _____ Space(s) (1 table & 2 chairs included)		\$ _____
Additional Tables:	\$6.00 each (1 included)	\$ _____
Additional Chairs:	\$3.00 each (2 included)	\$ _____
Electricity:	\$18.00 per vendor	\$ _____
TOTAL ENCLOSED		\$ _____

BOOTH SPACE WILL NOT BE RESERVED WITHOUT PAYMENT

NO BOOTH SHARING WITH OTHER VENDORS/PEOPLE. ALL VENDORS/PEOPLE SELLING MUST PAY A BOOTH FEE.

By signing this document, I acknowledge that I have read and will comply with the rules of the Market and the market regulations as written and will acknowledge the authority of the Market Manager to enforce these rules. I understand that this statement holds true for all markets occurring in 2025. The undersigned represents the person(s) of which the applicant comprised.

Vendor/Business Name: _____

Signature: _____ Date: _____



Thank you for your interest in our 6th annual Christmas at the Farmer's Market.
Please read the following information and be aware of important deadlines.

- Christmas at the Farmer's Market will be held Saturday, December 13th, 2025 at the Cam-plex Central Pavilion in Gillette, WY from 9 am to 3 pm.
- Pictures with Santa: Santa will be attending the market from 12 pm to 3 pm.
- Children's Activities: Fun hands-on activities and games will be available at the market.

REGISTRATION

MARKET VENDOR:

- Market Vendors receive a 10' x 10' booth space, 1 table, 2 chairs.
- FEES:
 - \$110 - Contracts received by October 31st
 - \$130 - Contracts received from November 1st until show day

REFUNDS: Refunds will be issued according to the following schedule:

- Cancellation prior to October 1st - 50% refund
- Cancellation November 1st or later- No refund

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MARKET SET-UP/TEAR-DOWN

- Market set-up will begin Friday, December 12th from 3 pm to 7 pm. The venue will open at 6 am on Saturday. All Vendors need to be set-up and ready to greet customers at 8:45 am on Saturday.
- Vendors may begin tearing down their booths at 3pm. Vendors who tear down early will not be allowed to participate in future markets.

MARKET VENDOR GUIDELINES

- **FOOD ITEMS:** All food items sold at the Farmers' Market should be locally produced. "Local" is defined as Wyoming and any state bordering Wyoming. Items that are not locally produced as defined above will be considered on a case-by-case basis. Merchants are responsible for complying with all necessary food regulations and meeting applicable labeling requirements prior to selling their food items. Food items not in compliance with the Wyoming Food Freedom Act requirements will not be allowed at the market.
- **NON-FOOD ITEMS:** We accept all types of arts and handmade crafts. All items must be handmade or a value added product you have created. Vendors may sell non-handmade merchandise (shirts, tote bags, etc.) at their booth promoting their farm, ranch, or business. Antiques, secondhand goods, and other "flea market" style items will not be allowed. Commercially made items for resale will not be allowed. Vendors with these items will be asked to remove them or tear down immediately with no refund of booth fees. Vendors not in compliance with this policy will not be invited to participate in future markets.
- **MARKET, STATE and FEDERAL REGULATIONS:** Vendors and their employees are responsible for informing themselves about and complying with federal, state, and local health regulations and licensing requirements governing the production, display, distribution, sampling, and sale of their products. This includes the collection of the applicable sales tax.

GENERAL VENDOR GUIDELINES

- The Market Board will have final approval of all vendor participation and final authority on site to interpret and enforce rules and regulations. The Market Board may at its sole discretion revise the Rules and Regulations and may alter operations of the market at any time. The Market Board also reserves the right to reject any application.
- Vendors shall sell only items that have been approved on the application submitted. The market has sole discretion to add or delete items from the list and unacceptable merchandise will not be sold at the market.
- Vendors will openly and honestly answer questions about products to NEW FARRM, Department of Health officials, and customers. Vendors must be knowledgeable about the product(s) sold, how it is used, and grown or produced, and communicate that clearly to the customers.
- Vendors are encouraged to obtain and carry their own insurance. The vendor is solely responsible and liable for any claims and damages resulting from the sale of unsafe, unapproved, or unsound goods.

MARKET CONTACT INFORMATION

Completed contracts with payment (checks payable to NEWFARRMExchange) can be mailed to:

NEW FARRM Exchange Christmas Farmers Market

P.O. Box 431

Rozet, WY 82727

PHONE: 307-299-7497

EMAIL: thegillettesatfm@gmail.com or joanne@rustybucketwy.com

INDEMNITY AGREEMENT

The Market Board will have final approval of all vendor participation and final authority on site to interpret and enforce rules and regulations. The Market Board may at its sole discretion revise the Rules and Regulations and may alter operations of the market at any time. The Market Board also reserves the right to reject any application. Vendors shall sell only items that have been approved on the application submitted. The market has sole discretion to add or delete items from the list and unacceptable merchandise will not be sold at the market. Vendors will openly and honestly answer questions about products to NEW FARRM, Department of Health officials, and customers. Vendors must be knowledgeable about the product(s) sold, how it is used, and grown or produced, and communicate that clearly to the customers. Vendors are encouraged to obtain and carry their own insurance. The vendor is solely responsible and liable for any claims and damages resulting from the sale of unsafe, unapproved, or unsound goods.