Proctor Farmers' Market

2025 Regular Season / Winter 2026 Policies and Guidelines

This agreement outlines parameters of operation and behavior at the Proctor Farmers' Market (PFM) to assure that all involved can work together in a positive, welcoming environment best serving the interests of the Market, the community, and the Vendors.

Electronic acceptance in your application indicates you accept these guidelines, and have read and understand these complete 2025/Winter 2026 Proctor Farmers' Market Policies and Guidelines.

Proctor Farmers' Market Mission Statement

1. To support and encourage local farmers by providing a venue in our urban community for direct marketing of fresh produce and farm-grown products.
2. To be an educational resource to the public highlighting the importance of local agriculture, sustainable business and our impact on the environment.
3. To encourage community building and collaboration within the business and neighborhood community.

PFM Location, Dates, Times, and Management

The PFM is located on North 27th St. between N. Madison and N. Proctor St. in Tacoma Washington. We are Pierce County's only year-round farmers market.

Our 2025/Winter 2026 Market season totals 45 weeks:

Regular Season: 39 Markets – Saturdays | 9:00AM – 2:00PM* | Mar 29 thru Dec 20, 2025.
*(end time is 4:00PM on August 2 for Proctor Arts Fest.)
Winter Season: 6 Markets – 2nd & 4th Saturdays |10AM-1PM |
Jan 10 & Jan 24 | Feb 14 & Feb 28 | Mar 14 & Mar 28, 2026

Management of the market is carried out by the Market Manager and Staff with oversight and direction of the PFM Board of Directors (PFM Board). For more information, please check out our website at ProctorFarmersMarket.com, or contact us by phone, mail, or email:

Mailing Address:
PMB 294
2522 N. Proctor Street
Tacoma, WA 98406

Karen Bowes, Market Manager
253.9613666
pfmarket@proctorfarmermarket.com

General Requirements

Applicants that meet basic vendor requirements (e.g., UBI#, business license, permits, and insurance etc.) are evaluated with consideration to vendor category, location, product quality, and PFM Mission statement, and prioritized in the following order:

1. Local farmer/producers
2. Other Washington farmers/producers that enhance market product diversity.
3. Local processors and prepared food vendors who grow their own inputs and /or source them locally.
4. Applicants whose products are deemed necessary to fill a niche desired by the community.

All applications are considered on a case-by-case basis. PFM reserves the right to accept or deny any application. The Market Manager and Vendor Committee, with oversight from the PFM Board, have the sole right to determine Vendor and product mix at the market, to prevent any product from being sold, and to limit types of vendors in number and product.

Businesses permitted at the Market

- ## Farmer /Producer

One who raises the produce, plants, or animals on land they own, rent, or lease in the State of Washington. It may include someone who processes produce grown on their own property into a value-added product such as jams, cider, or salsa. It may also include farmers who raise the basic ingredient(s) of a product, but who must send it out for fundamental processing before creating the value-added product. Such vendors might include those farmers selling oils, smoked meat or fish etc. Excluded are those who may work or manage a corporately owned farm or distributor disposing of surplus product. Plant growers must grow plants from seed, plug, cutting, bulbs, or bare root. Purchased plant liners, of any size at purchase, must be transplanted and grown till rooted out (roots fill the pot and hold soil when pot is removed). All plants should be healthy; bug and disease free, and accurately labeled with plant name.

• Processors

One who sells processed foods which they have personally prepared on their own or on leased/rented property. Processors are persons or entities offering fresh food products (such as meats, sea foods*, ciders, baked goods, jams, etc.) that have added value to their product through some sort of "hands-on" processing (e.g., hand filleted fish, smoked or butchered meats, handmade pastas, etc.). All processors must meet all federal, state, county and local food handling and safety requirements. All processed food must be prepared in a certified commercial kitchen. All appropriate permits and licenses shall be displayed whenever a processor is selling at the Market. Processors must produce their products within the geographic boundaries of the Market. Processed food products should use ingredients from farms or waters within the Market's geographical boundary as much as possible, and the Market shall give preference to processors using ingredients from Washington farms or waters.

• Prepared Food Vendors

Prepared food vendors offer freshly made food for sale and immediate consumption on-site at WSFMA member markets. Prepared Food Vendors shall possess and maintain all required state, county and local licenses and permits. When selecting Prepared Food Vendors, the PFM intends to provide a good variety of healthy foods, provide food options to those with dietary restrictions, and to give preference to vendors using ingredients produced in Washington.

• Tasting Booths (Wine, Cider, Beer)

Tasting Booth Vendors are permitted to offer sales and samples of Wine, Hard Cider, Mead, and Beer.
Distilled Spirits Vendors are no longer permitted to vend at farmers markets per the WSLCB (Washington State Liquor Cannabis Control Board). All Tasting Booth Vendors must possess, maintain and present $1M Liability Insurance and an endorsement from the WSLCB authorizing them to sell at a qualified farmers market, and follow all rules and regulations as required. Tasting Booths will be scheduled on a rotating basis, and when available, consisting of one cidery, one brewery, and/or one mead/winery per Saturday, with a maximum of 21+/- days during the 2025-Winter 2026 season, which consists of 45 weeks.

• Non-Profit Community Booths

Booth space is available to Non-profit community entities for the purpose of informing and educating the public in accordance with PFM Mission. No sales or fundraising will be carried out at this booth. Space will be provided on an availability basis. To utilize this space:

- Submit an Application to be scheduled as space permits.
- Upon approval, the Market Manager will assign a date and location.
- Comply with the PFM Mission Statement, Market Booth Guidelines, and all Policies and Guidelines in this document.
- **Please see Page 5, Item #9** for more information on '*Political or religious campaigning is not allowed at the market,"* and '*Organizations and activities NOT permitted to participate in promotional Community Booth activities at the Proctor Farmers' Market.'*

- ## Music Entertainment Booth

Booth space is available for local, musical entertainment. Based on the community-friendly atmosphere of the Market, and our focus on our Vendors, we ask that the music be kept appropriate for a farmers market, and the sound be at a reasonable level so that Vendors are able to communicate with their customers. Space will be provided on an availability basis.

To utilize this space:

- Submit an online Application to be scheduled.
- Upon approval, the Market Manager will assign performance dates based on availability.
- Comply with the PFM Mission Statement, Market Booth Guidelines, and all policies and guidelines in this document.

- ## Buskers/Balloon Artists/Other Non-musical Performance Guests

All Buskers, Balloon Artists, and other Non-Musical Performance guests are required to sign in at the Market Information Booth. Entertainment must be appropriate for the community and family friendly. Buskers are limited to 2 hours of performance time, with location and time on the Marketplace at the discretion of the Market Manager. Balloon Artists and other non-musical performance guests may request additional time, at the discretion of the Market Manager. Amplification devices are prohibited.

Products or businesses NOT permitted at the Market

Products or businesses that are not permitted include, but are not limited to:

- Crafts such as jewelry, candles (*except beeswax when it is offered as a secondary product from an existing vendor and the wax is sourced from their own bee hives*), decorative art (*except when it is offered as a secondary product from an existing vendor and the work is made from materials grown or harvested by the vendor*), fine art (*prints, photographs, digital*), and wood furniture.

- Businesses that offer products related to self-care, wellness, beauty, and/or cleaning (*except when it is offered as a secondary product from an existing vendor and the product is made from materials grown or harvested by the vendor).*

- Resellers of any kind, wholesalers, franchises, items that are grown, made, caught, or created outside Washington State and/or its surrounding waters.

- Food trucks or trailers.

- The Proctor Farmers' Market is not currently accepting applications for any hemp-derived CBD (cannabidiol) food, beverage or vaping products, or health & wellness products such as CBD edibles, tinctures, lotions, oils, etc.

Compliance

PFM reserves the right to schedule visits to farms and/or production sites (processors) to assure compliance to all PFM and Washington State Farmers' Market Association (WSFMA) 'Roots Guidelines for Member Markets' . Such visits will be set up at least 24 hours in advance. Your cooperation with these visits is expected and appreciated.

The PFM maintains the right to carry out vendor performance reviews at any time to maintain the highest in product and customer service standards for which the PFM is known. Reviews may be initiated for a variety of reasons: market product mix, sales performance, or presentation, customer comments/complaints, or disciplinary action. (See Discipline Policy below).

General Guidelines

1. The Market Manager has full authority over all aspects of market operations on the Market site.
2. All vendors are asked to comply with the Market policies, to treat other vendors, customers, market staff, and volunteers respectfully, and to cooperate with the PFM Management.
3. The Proctor Farmers' Market strives to be a welcoming, inclusive and safe space for all people to enjoy. There will be no discrimination according to race, ethnicity, national origin, immigration status, age, range of abilities, sex, sexual orientation, gender identities, religious beliefs, financial means, education, or political perspectives (See the Market's Statement of Inclusivity).
4. All participants in PFM (customers, vendors, volunteers, and staff) should refrain from defamatory comments regarding the PFM or any of its participants, to each other, customers, and on any social media. A grievance process has been established to reach positive, timely solutions, to better serve all our goals, and maintain PFM's good will and excellent reputation in the community.
5. Space dimensions must be respected. Do not block the view of other vendors or the flow of traffic or encroach on areas assigned to other Vendors.
6. Any comments, complaints, or disputes that may arise should be brought to the Market Manager or the Vendor Committee. Any unresolved issues should be dealt with according to grievance and/or disciplinary policies (detailed below) outside of market hours.
7. Failure to comply with PFM policies and Market Management may result in disciplinary action.
8. Customer dogs are welcomed at the market but should not be allowed in proximity to food items. Owners are responsible for their pet's behavior and must clean up after their pets. All pets should be leashed and under customers' control. Vendor pets are not permitted in the vendor sales area.

9. Political or religious campaigning is not allowed at the market. Issues-based non-profits and advocacy groups will be accepted on a case-by-case basis at the Proctor Farmers' Market discretion.

- **PLEASE NOTE**: The following organizations and activities are NOT permitted in promotional Community Booth activities at the Proctor Farmers' Market:
    - Churches and religious groups
    - Political campaigns or petitioning.
    - Fundraising campaigns
    - Partisan lobbying groups
    - School recruitment, promotional activities

10. Smoking or vaping by Vendors is not permitted in the marketplace. To smoke or vape, step away, out of sight from the selling areas of the market to maintain a respectful distance from other Vendors, customers, and children to avoid offense.
11. Consumption of alcohol at the Market is prohibited, except in approved sampling or 'Tasting Booths' managed in accordance with a Washington State Liquor and Cannabis Control Board (WSLCB) permit.
12. Controlled substances, including cannabis, are strictly prohibited at the market.
13. The PFM is not responsible for loss or damage of property.
14. All vendors, or vendor representatives, are responsible for any damage they may cause either to the PFM and its representatives, other vendors, or customers, and are expected to work to resolve any damage claims either personally, or by providing applicable insurance information in a timely, responsible manner. See insurance requirements above.
15. Propane appliances are allowed for cooking and heat providing a flame-retardant canopy is used. Approved flame-retardant documentation must include date treated, person doing work, and chemical used. Vendors must comply with all Tacoma Fire Department regulation and requests.

Setup/Teardown

All vendors who wish to erect canopies (including umbrellas) on the farmers market site during normal market operations, including the set up and break down period, are required by the Tacoma Fire Dept. (TFD) to have their canopies sufficiently weighted from the time their canopy is put up to the time it is taken down. Each canopy leg or umbrella pole must have no less than 25 lbs. per leg with tie- downs strong enough to hold that weight. Failure to follow this safety regulation will result in a TFD fine.

Arrival, Departure & Vendor/Staff Parking

Vehicles may not be driven on site, and/or must be off site or parked in booth, no later than 8:30AM (9:30AM for Winter Markets). If you arrive at 8:30AM (or 9:30AM) or after, we will provide you with a cart to hand-carry your product in.

Vehicles may not be brought back in/driven off the marketplace site before 2:15PM (1:15PM for Winter Markets)

Vendors cannot breakdown until closing at 2PM (or 1PM for Winter Markets) and cannot drive on/off until 2:15PM (or 1:15PM for Winter Markets)

Vendors must clean up all debris, including plant/produce material, at their booth site prior to departing. Brooms and dustpans are available in the Market Booth if needed.

To keep costs at a minimum, all vendor-generated trash and recycling must be removed from the site by the vendor. Onsite 'zero waste' set-ups for trash, recycling, and compost are for PFM customers only, and not to be used by vendors. Space permitting, Vendors may utilize the large 90-gallon PFM Brown Waste Bin for produce or plant debris.

Vendors are required to park at least two blocks from the Market to facilitate customer parking (ex: South of 26th Street, and West of Monroe); Please see the Proctor District Map on page 14 below which will help guide you to appropriate parking. Please let the Market Manager know if there are any health concerns that would require parking closer to the Marketplace.

Music

Music is permitted in individual Vendor booths, with consideration of neighboring booths, during set-up and knock-down only. Individual Vendor booth music is not permitted between the hours of 9AM-2PM (or 10AM-1PM during Winter Markets).

Safety

Safety of our customers, vendors, market staff, and volunteers is of the utmost importance, so please adhere to the following guidelines.

A 5mph speed limit within the PFM barricades must be adhered to all times and vehicle movement in the market is only allowed before 8:30AM (9:30AM for Winter Markets) and after 2:15PM (1:15PM for Winter Markets)

Canopy setup and tear-down, especially during windy weather, represent significant potential hazards. *See the Setup/Teardown section above for complete safety instructions.*

Electrical: Vendors making use of the Market's electrical outlets must utilize 12-gauge cords to protect the GFCI outlets from damage. To minimize tripping hazards and for general safety and liability purposes, cords should be neatly routed along the street from the vendor booth to the GFCI outlets. Cords must always be tucked against the curbs and kept clear of all pedestrian walkways.

Signs must be adequately secured at all times and taken down during periods of strong winds. The Market Manager will ascertain weather hazards and advise vendors as needed.

Vehicles entering PFM must be roadworthy and maintained to assure safe operation.

Be careful, patient, and courteous while operating your vehicle, especially during setup and teardown.

All food must be handled, held at proper temperatures, and stored per Tacoma Pierce County Health Department guidelines and be kept up off the ground.

Sales

Selling times are 9:00AM-2:00PM (4:00PM end time for Proctor Arts Fest in August and 10:00AM-1PM during Winter Markets). Selling outside these times is discouraged to minimize foot traffic during setup and tear-down for safety reasons.

No reselling of any kind is permitted at the Proctor Farmers' Market.

Vendors are responsible for all permits required by the state, county, and city and are required to obtain and have a copy of their business license on-site.

Those selling ready to eat food or sampling food items must have both a health department license and food handlers card on site.

As of Oct 1, 2021, all Vendors must comply with Washington's single use plastic bag ban. Thin plastic 'T-Shirt' carry-out bags will no longer be permitted. Produce bags will still be permitted. Reusable (tote) bags may be offered by Vendors either complementary or for a reasonable fee. Bags may contain the Vendor's logo and other advertising, including the words Proctor Farmers' Market, but Vendors are not permitted to use the Proctor Farmers' Market logo, or any facsimile, or part thereof.

Vendors are responsible for collecting and remitting their own sales taxes.

Items must be labeled and priced. Scales for items sold by weight must be commercial grade scales and certified/calibrated every year. Scale readings should be visible to the customer at the time of sale.

Verbal communication with customers and staff and all signage must be truthful.

'Organic' can only be used by those certified organic by WSDA (WA State Department of Agriculture). An Organic Certification Number is required to be submitted with your application.

Vendors must accurately and honestly report their total sales and pay required fees by 3:00PM on the day of sales (or within 1 hour of market close).

Vendors may diversify by selling products outside of their primary product up to 20% of total sales. Vendor Committee approval is required before bringing these additional products to the market.

Processed foods, including honey, are subject to WA state labeling law which requires the label to include:

1. Product name
2. Company name
3. Address
4. Net weight on bottom third of label
5. Grade of the Honey

Debit/Credit Tokens (DB/CR)

- These $5.00 wooden tokens are available to customers at the Market Booth with use of a Debit or Credit Card, and are treated as cash. Vendors are encouraged to honor these tokens when offered by the customer, or they can process debit/credit cards in their booth.

EBT (“Electronic Benefit Transfer” formerly known as food stamps), "SNAP Market Match” and “Apple-A-Day”

- EBT Tokens: Vendors must accept EBT tokens ($1 & $10 wooden tokens) if they sell qualifying items: produce, fruits, breads, fish, meat, plants and seeds that produce food
- “SNAP Market Match” is an EBT Incentive Matching Program, and Vendors are required to accept the $1.00 “SNAP Market Match” paper Scrip if they sell qualifying items: produce, fruits, mushrooms, herbs, or vegetable starts.
- “Apple-A-Day” is a children’s program, and PFM Vendors must accept the $1.00 laminated paper tokens if they sell qualifying items: such as produce and/or fruit.
- EBT tokens, “SNAP Market Match,” and “Apple-A-Day” scrip CANNOT be used for hot foods, ready-to-eat food, pet foods, alcohol, non-food items such as market gear, or other value-added items.
- Vendors are not permitted to give cash change for EBT, “SNAP Market Match", or “Apple-A-Day” purchases.
- Vendors will be notified of any additional Market incentives if they become available.
- If you have any questions about the EBT, “SNAP Market Match,” or "Apple-A-Day” Programs see the Market Manager for assistance and/or training.

Permit and License Requirements

Vendors are responsible for all permits and licenses required by the state, county and city applicable to the sale of their products.

- Vendors must have a Washington State business license, or UBI # (Unified Business Identifier) to sell at the PFM. Vendor applications will not be processed without a UBI number. Vendors must keep a copy of their business license on site.
- A current City of Tacoma Business License is required for Processors, and Prepared Food Vendors (Ready-to-Eat). (Farmers, community booths, and musicians are exempt.)
- Vehicle Insurance ID Card(s) covering the vehicle(s) are required for all vehicles driven onto the Marketplace.
- A Tacoma Pierce County Health Department Permit is required if you are sampling food products or selling products that must remain cold such as eggs. (For assistance with Health Permit requirements please see the Tacoma Pierce County Health Dept website.).
- A Food Handlers Permit with approved hand washing station is required if you are sampling food products.

- Other Permits may apply to your business such as Commercial Fishing, Organic Certification, WSDA Cottage Food, WSDA Egg Handler, USDA Inspected Meat Certification, Farmers Market Endorsement for Wine, Cider, or Beer.

Insurance Requirements

A $1M Certificate of Insurance Business Liability Policy showing the Proctor Farmers' Market as co-insured is required for all vendors selling food or alcoholic beverages. (Community booths and musicians are exempt.)

For information on acquiring liability insurance you may wish to look at the Washington State Farmers Market Association website for insurance carrier options: https://wafarmersmarkets.org/vendor-resources/

Fees and Commissions

A $35 application fee is required for new applications. Returning vendors, musicians and non-profit community booths do NOT require an application fee.

Annual stall fees may be paid in one or two installments due in February and May of each year. If you plan to sell at the Market more than 20 times per year, the annual fee is less expensive.

Tasting Booth Vendors have the option to pay the $350 annual fee and if paid by the deadlines described above will be eligible for the reduced commission fee on sales over $1000. Tasting Booths will continue to be scheduled on a rotating basis, and when available, consisting of one cidery, one brewery, and/or one mead/winery per Saturday, with a maximum of 21+/- days during the 2025-Winter 2026 season, which consists of 45 weeks.

2025 / Winter 2026 fees and commissions are as follows:

Stall fees:

	10x10"	10x20'	10x30'
Vendor Booth Annually (without electricity)	$350	$700	$1050
Vendor Booth Annually (with electricity)	$425	$775	$1125
Vendor Booth Weekly	$25	$50	$75
Tasting Booth (weekly)	$30		
Community Booth (weekly)	$15		

Commission fees:

Weekly commission fees are charged as a percentage of gross sales (less sales tax). Vendors that make annual stall fee payments on time (one or two payment plans) pay a reduced commission rate on sales over $1.000. Vendors with daily sales of $100.00 or below are exempt from commission fees and must only pay the stall fee for that day

	Commission Rate	Commissions on sales over $1,000
Farmer	6.0 %	3.0 %
Processor	6.5 %	3.5 %
Prepared Food	8.5 %	5.5 %
Tasting Booth	6.5 %	3.5 %

Special Foul Weather Procedures

On days when high winds are forecasted, the Market Manager will invoke the need for the following procedures to help assure safe operations:

1. Canopy setup and tear-down represents significant potential hazards. Severe winds may dictate that canopies and umbrellas not be used during the market. Those that elect to not sell without a canopy will be allowed to leave the market prior to the start of selling activities.
2. Set up in this condition should get weights in place prior to elevating the canopy. Spread out canopy, attach weights to all legs, and then elevate. Leaving the windward side of canopy lower will help catch less wind and reduce hazards.
3. In the event of high winds develop during the market, the manager may deem it necessary to take down canopies at any time. To do so safely one should drop legs with weights still in place starting with legs most into the wind. Then remove canvas from the structure and stow. The frame of the canopy can then be taken down. Signs and display items that may represent hazards should be taken down and stowed.

Reserving/Cancelling Stall Space

After an absence, to reserve stall space, Vendors must notify the Market Manager of their anticipated return by the Wednesday before the Market. Any Vendor without a reserved space will be given a space by the Market Manager on a first-come, first-served basis, taking into account the overall Market. The assigned stall will be for that day only and may vary from week to week.

PFM is a dynamic event with Vendors coming and going throughout the season. It becomes necessary, at times, to move existing Vendor stall locations to facilitate these changes. When

such a move is necessary, the Market Manager will make location decisions considering parameters such as seniority and attendance. Every effort will be made to respect all Vendors and to minimize disruption to the Vendor and the Market overall.

Vendors who cannot attend a Market for any reason should contact the Market Manager as soon as possible. The market layout is in process by mid-week and your cooperation in contacting prior to then is expected and greatly appreciated. Notification after 7:00 AM on Saturday will be considered “no call/no show” and could result in stall fee charges for the day. An emergency situation may allow for waiving these charges, speak to the Market Manager for assistance. For unanticipated absences, due to illness or emergency, please call or text 253-961-3666 before 7:00AM. Keep this phone number with you to allow emergency communication with the Market Mgr. Repeated poor attendance issues could result in disciplinary action and/or negatively impact participation in the market.

Fundraising

Fundraising by Vendors is permitted and should be done with consideration of the PFM Mission Statement. Signage is not to exceed 11”x22” in the booth. The fundraising theme/plan should be submitted to the Market Manager (MM) at least two (2) weeks prior to display in the booth. Submitted fundraising plans may be promoted for up to 3 weeks. Please see the Market Manager for an extension if necessary. Fundraising cannot be supported by the market itself, and its established marketing channels, without prior approval of the PFM Board.

Grievance Policy

It is the responsibility of the Market Manager to apply market guidelines and policies to regulate operations and behavior at the PFM. Directives regarding general market operations, Vendor participation, stall assignments, and disciplinary action are made by the Market Manager. All Vendors and Staff will be treated fairly, equally and with respect, and Vendors should also be cooperative and respectful of the Manager, Staff, and other Vendors, even if disagreements or disputes arise. In general, the PFM Board supports the Market Manager's discretion. Should any person(s) object to any Market Manager's decision, the following appeal process will apply:

- The Market Manager's decision will apply for the Market date in question.
- For future dates, an aggrieved party may petition to have the decision reviewed by PFM management by submitting a written request for review to the Market Manager. The request should include information about the decision in question, why the party believes it to be inappropriate, and what action, if any, is requested. If it is believed that the issue in question cannot be satisfactorily resolved with the Market Manager, the Vendor Committee will assist. Grievance report form and committee and Board contact information is available at the Market Information Booth.
- If the issue remains unresolved the grievance should be submitted to any Board member for review and decision at the next scheduled PFM Board meeting (which are held on the 4th Tuesday of the month. Submissions should be received no later than 5

days prior to the meeting). The petitioner and the Market Manager will be informed of the Boards' decision. The PFM Board's decision is final and is not subject to further review
- Every effort should be made to avoid arguments or confrontational interaction during the Market. Any discussions which have such potential should be handled after the market or during the week to avoid having a negative effect on the market itself.

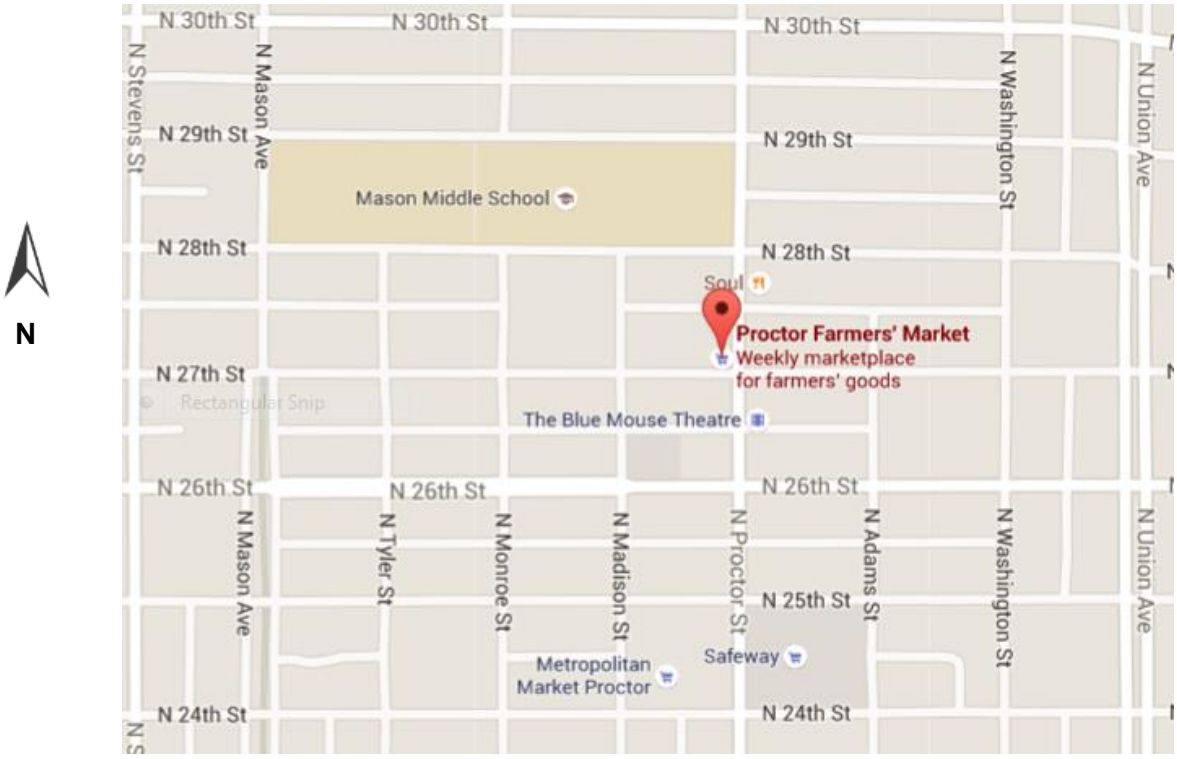
Discipline Policy

A three-stage disciplinary policy has been adopted to assure any problems or misunderstandings with Vendors or Staff can be resolved in a fair and timely manner:

- The Market Manager will, if necessary, initiate the disciplinary process with a verbal warning and/or training to attempt to correct the undesirable situation.
- Secondly, a written warning from Market Manager will be issued outlining the problem and corrections required to remain a Vendor or Staff member in good standing. The written warning will be presented to the Board and the offending Vendor/Staff.
- If the problem behavior or attitude persists, a third disciplinary action will be initiated. A review by the PFM Board with a decision as to what action is needed to eliminate the problem. The PFM Board decision may result in suspension or termination of Vendor participation in the PFM.
- Serious infractions involving safety, dishonesty, or actions/statements that seriously degrade Market operations, environment, or overall positive energy may invoke stage three disciplinary action immediately. PFM reserves the right to suspend or dismiss Vendors immediately without reimbursement of fees paid.

By submitting an application to PFM, you agree to the following:

1. I shall indemnify, keep, and hold harmless the Proctor Farmers' Market (PFM) from any and all claims and demands whether for injuries to persons, or loss of life, or damage to property, on or off the premises, arising out of the use or occupancy of the premises by Vendor, and shall defend at Vendor's own expense any action brought against the Proctor Farmers' Market by Vendor's acts or omissions.
2. I hereby grant the Proctor Farmers' Market permission to publish my name, business name, address, and contact information in any Market publication including, but not limited to the Proctor Farmers' Market website, newsletter, social media, brochures, or individual customer requests.
3. I hereby grant permission to be photographed, voluntarily and without compensation by the Proctor Farmers' Market, understanding that the same, along with my name, may be intended for publication by print or social media, television, video or motion picture.
4. I will adhere to the Market's Vendor/Staff Parking request to park at least two blocks away from the Marketplace, unless the vehicle driver has a medical condition, and I will ensure that my Staff is also aware of this request. **Please see the area map below.**

5. I have answered this PFM Application honestly and completely. I have read and understand these *2025/Winter 2026 Proctor Farmers' Market Policies and Guidelines* available here, and agree to the terms and conditions presented.
6. Any staff that attend the PFM have also read and understand these *2025/Winter 2026 Proctor Farmers' Market Policies and Guidelines* and agree to the terms and conditions presented.

This Proctor District area map will help guide you to appropriate parking two blocks away from the Marketplace (example: ex: South of 26th Street and West of Monroe Street).