



2023 Prairie du Chien Thursday Night Farmers Market

We welcome all local growers, producers, and artisans to participate as a vendor.

Goals:

- ❖ *Promote sales for locally grown & produced products*
- ❖ *Drive more residents & visitors to downtown Prairie du Chien*
- ❖ *Introduce patrons to businesses located in the Main Street district*
- ❖ *Provide local entrepreneurs opportunity to develop & grow their small business.*
- ❖ *Enhance evenings of the Concerts in Park by the Parks & Rec. Dept.*

Location: Lucky Park, 300 Block W Blackhawk Ave, Pr du Chien, WI 53821

Set up time is 3:30pm. If more time is needed, please let us know.

Schedule: held every Thursday from 4pm – 6:30 pm May 25th through October 25th , 2023

Fees

Market Fees apply to each vendor

- Full Season \$100* (20 weeks- May 25 to Oct 5) *\$90 if paid before April 30
- ½ Season \$60 (5/25 to 7/27 or 8/3 to 10/5)
- ½ Season mixed dates \$80 (10 weeks)
- Daily rate \$10

Payments may be made in cash or check payable to Prairie du Chien Main Street.

Drop off or mail to: Prairie du Chien Main Street, 700 E Blackhawk Ave, Ste 28, Prairie du Chien, WI 53821

Products Allowed:

The following list is a guideline of what products may be sold. Let us know if there is something you would like to sell that isn't on this list ahead of time.

- Fresh vegetables, fruit, berries
- Flowers- potted, fresh cut, dried
- Soaps, lotions, creams, body care
- Labeled maple syrup and honey
- Jellies, jams, sauces, pickles- following the Pickle Law requirements
- Bedding and house plants- soil known to be free of harmful pests
- Herbs- potted, fresh cut, dried
- Baked goods- following the Cookie Bill requirements for non-commercial kitchens
- Meats and dairy products- licensed vendors only
- Eggs (vendors with more than 100 chickens must be licensed)
- Hand-crafted products- made by vendor
- Roasted coffee and beverages
- Hot or cold foods – with proper licensing

Market Rules:

- All items are to be homegrown or handmade at the vendors farm/home or commercial kitchen.
- Vendors provide their own tables, tents, or umbrellas. Tents should be weighted when necessary.
- Spaces will be assigned based on individual needs and arrival time (some exceptions).
- Vendors should adhere to legal weights and measures, labeling, licenses, and laws.
- Vendors must clean up their areas at the end of each market.
- No smoking during market hours in the market area.
- No political signs or soliciting is allowed.
- The Prairie du Chien Farmers Market is not responsible for any food, items sold, or accidents that may occur during market hours.
- Vehicles are not allowed in market boundaries except during set-up and tear down. Exceptions must be approved in advance.
- Vendors are allowed one excused absence (notice 7 days prior to market, and receipt of confirmation by market manager). Due to the small scale of the market, if a vendor fails to notify market less than 7 days prior to market absence, it is considered unexcused and will require a \$30 administrative fee to return to their next market. (Emergencies will be considered on a case-by-case basis.)
- Leave no trace- Vendors must dispose of their own trash and cleaning up area in which they vend.
- Taxes- It is the vendor's responsibility to charge proper sales tax and obtain appropriate permits.
- Insurance & licensing- Insurance is not provided to participating vendors. Vendors are responsible for obtaining proper licenses, insurance and permits that are required for sale of the vendor's products at the market. Copies of such proof must be submitted with the vendor application/registration (ie: Mobile food license, temporary food license). Contact the City of Prairie du Chien for further information. All Vendors are urged to carry commercial liability insurance of at least \$1 million per occurrence and general aggregate limits of at least \$1 million.

Contact Information:

Tammie Katzung, Prairie du Chien Main Street Program Manager, 608-412-0187

Mainstreet.tammiek@gmail.com or message us on our Facebook page (Prairie du Chien Thursday Night Farmers Market)

file:///C:/Users/Admin/Downloads/localmarketingfoodguide.pdf

The WI Local Food Marketing Guide has a great table for selling foods in Chapter 4. [DATCP Home Homepage \(wi.gov\)](#)

[DATCP Home Making Pet Treats for Sale \(wi.gov\)](#) pet treats/food vendors

[Soap Business Guidance | CPSC.gov](#) soaps

[Code of Federal Regulations Sections for Cosmetics Labeling \(CFR Title 21, Part 701\) | FDA](#) Cosmetics, i.e. creams, salves, balms, lotion, etc.