



2019 Farmers Market: Food Stand Info & Instructions

Information

- Casey Despres is the lead Market Manager (Phone: 920-948-4384)
- Each week Casey will be available for questions or help with set-up, tear down, and anything in between.
- Restrooms are available to vendors and patrons via the west entrance of City Hall (lower level; facing the O'Connor, Wells & Vander Werf parking lot)
- Each week, there will be food and beverages available via the Farmers Market Food Stand. This is a dedicated area (directly across the entrance of City Hall) where non-profit groups in the community can fundraise. Spot is closest to the nearest outlet

Instructions

1. The food stand must set set up by 8 a.m.
2. Based on the type of food the Food Stand Operating Group decides to sell, the sale's start time of said items can fluctuate.
 - a. Ex: A Bake Sale should be set up with items ready to sell by 8 a.m. when the market opens
 - b. Ex: A Brat Fry should have supplies set up by 8 a.m. when the market opens but the grill can get started and food could be available by 8:30/9 a.m.
3. Please let us know ASAP what you plan to sell to the Food Stand by e-mailing waupunfarmersmarket@gmail.com. Availability comes on a first-come first-serve basis.
 - a. Food Stand Ideas: Pancake Breakfast, Bake Sale, Bread Baskets, Walking Tacos, Brats & Burgers, Steak Sandwiches, Pork Chops on a Stick, Build Your Own Ice Cream Sundae, Build Your Own Fruit Cup,
 - b. Remember: you can sell non-alcoholic beverages too!
4. **The food stand is a dedicated space on the market grounds** and, therefore, the Food Stand operating group is encouraged to bring in any and all supplies needed for a successful fundraiser, including:
 - a. Tent, Tables, Chairs,
 - b. Grill & Grilling supplies, Nescos, Serving Trays
 - c. Serving supplies (Plates, cutlery, napkins, etc)
 - d. Price List to display, Cash Box
5. Electricity is available from the City Hall. Please bring an extension cord. (The Market will have limited extension cords available to all vendors so plan accordingly.)
6. Bring signs! People love to know what's for sale and what the fundraiser is for. Have fun with this! Tag board. Sandwich boards. Bulletin Boards... Get creative and have fun!