



City of West Peoria

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West Peoria Farmers Market **Rules and Regulations**

Thank you for your interest in the first year of the West Peoria Farmers Market, located at Franciscan Rec Center, 908 N Sterling Ave, West Peoria, IL. There is a large grassy lawn at Sterling and Heading, where vendors will be located. Food trucks will park in the on-street parking on HEADING AVE.

Please read the Farmers Market rules. You will need to acknowledge that they have been read.

MARKET SCHEDULE: The 2026 West Peoria Farmers Market season is every Wednesday, beginning May 27 and ending September 2 from 4-7 p.m. The season is 15 weeks.

WHO MAY SELL

- Vendors who sell fruits, vegetables, herbs, flowers, plants, eggs, poultry, baked goods, approved jellies and jams produced by them within the State of Illinois-MUST display Cottage License within your stand.
- Cottage food operations will meet all requirements of the Cottage Food Act and submit appropriate licenses/permits.
- Crafters and Artisan vendors – Items must be original works of art created by the seller or family member.
- If you are unsure if your business is allowed, please email Market Coordinator.
- Service-based sales, flea market and garage sale type vendors are NOT permitted at the West Peoria Farmers Market.
- All vendors must submit a complete application. After approval by the Market Coordinator, you will receive an email confirming receipt of your application. Fees will need to be paid to West Peoria City Hall within 7 days. Vendors without required documentation and fees will not be able to participate.
- Vendors will have 12x12 space. You will need to provide your own canopy, weights and tie downs, tables, displays, and chairs. West Peoria Market Coordinators will only provide space and trash cans. This market is in the grass lawn area of the Franciscan Rec Center in West Peoria, so both stakes and weights would be advisable.

2026 MARKET FEES

Market is broken into 3 sessions:

- Session 1 is May 27, June 3, 10, 17, 24
- Session 2 is July 1, 8, 15, 22, 29
- Session 3 is August 5, 12, 19, 26 and September 2

FEES:

Vendors may choose the session(s) to fit their schedule. You must commit to attending all 5 weeks, unless an emergency arises or weather conditions call for cancelling the market. As it is summer, heat is to be expected but severe weather conditions will be considered for cancellation.

- Participating in one session (5 weeks) **\$75.00**
- Participating in two sessions (10 weeks) **\$150.00**
- Participating in all 15 weeks **\$200.00**

Fees are non-refundable.**FOOD TRUCKS:**

There is room for 2 truck/trailer combos and 1 box truck each week. Food vendors will choose a weekly option; **fee is \$25 a week.**

NON-PROFIT/COMMUNITY EVENT SPACE:

One space, each week, will be offered free of charge for a non-profit organization or a community event group. Group will need to follow the same rules as vendors but will not have to pay for the space.

SET-UP AND TAKE DOWN:

- Vendor spaces are approximately 12' x12'. Tents and space used should not exceed these dimensions.
- Vendors are responsible for providing their own tents, tent weights, tables, chairs, scales, bags, etc. A tent or canopy is recommended and must be properly anchored with weights and stakes each week. Volunteers may be able to assist.
- Vendors may not set up prior to 3p.m. and must be ready to go by 4 p.m. Take down may begin at 7 p.m., not before. Exceptions may be made in emergency situations or drastic weather conditions at the discretion of the Market Coordinator. Items brought to the market must all be removed, including trash that is generated.
- Vendors will stay for the duration of the market unless products are completely sold out. Products may not be sold out of the back/trunk of a vehicle.

CODE OF CONDUCT/GENERAL INFORMATION:

Vendor behavior, personal appearance, and maintenance of sales area should reflect positively on the Market's overall appearance, quality and reputation. With this obligation, vendors are expected to:

- Refrain from **SMOKING** in and around the sales area. No alcoholic beverages (without prior approval).
- Maintain a professional, neat personal appearance; shirts and shoes are required. Maintain safe, clean conditions in and around the sales area.
- No abusive/foul language.
- Television and stereo use are prohibited.
- Practice courteous interaction with customers, other vendors, market staff, local business personnel, and entertainers.
- All products to be sold must be listed on the application.
- It is the responsibility of the vendor to determine forms of payment. Do not start closing your booth before 7 p.m.
- No pets, unless a registered service animal, are allowed on market grounds. No vehicles are allowed on grass, please use a cart, wagon, etc.



**WEST PEORIA FARMERS MARKET
VENDOR APPLICATION FORM**

FEES ARE NON-REFUNDABLE

BUSINESS INFORMATION

Business Name:

Contact Name:

Phone Number: Email Address:

Address: City: State: Zip:

Social Media Profile (if applicable):

Please provide a description of your business and the types of products you sell:

IF UNABLE TO PARTICIPATE ON A REGULARLY SCHEDULED MARKET DATE, ALL VENDORS WILL PROVIDE 24-HOURS NOTICE TO THE MARKET COORDINATOR.

Market Vendors – please select session(s) attending:

- Session 1: May 27-June 24 Session 2: July 1-July 29 August 5-September 2

Fees for Market Vendors : 1 Session \$75, 2 Sessions \$150, all 3 Sessions \$200

Food Trucks – please select session(s) attending:

- May 27 June 3 June 10 June 17 June 24
- July 1 July 8 July 15 July 22 July 29
- August 5 August 12 August 19 August 26 September 2

Fees for Food Trucks : \$25 per week

ACCEPT TERMS AND CONDITIONS

Vendor has read and agrees to comply with West Peoria Farmer’s Market Rules and Regulations. Vendor understands that the West Peoria Farmer’s Market, West Peoria Planning & Zoning Board, may deny participation. Vendor agrees that images taken during the West Peoria Farmer’s Market may be used for future advertising, publication, social media, etc.

Signature

Date