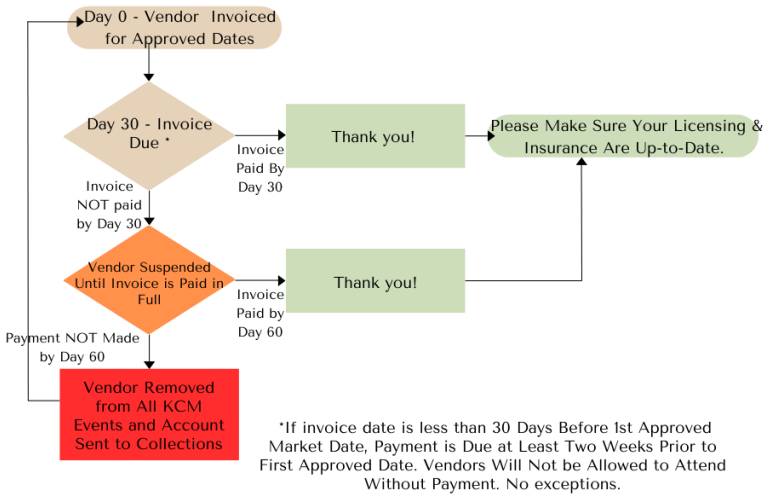
Vendor Payment Policy
Kenosha Common Markets, Inc
Revised 1/2026

Kenosha Common Markets, Inc. (KCM) will send invoices to vendors for the agreed-upon fees on or after the commitment date. All valid and undisputed invoices must be paid by the Customer within thirty (30) days of receipt, unless otherwise stated in the agreement. Vendors who sign up with less than 30 days prior to their first market date must pay the invoice two weeks prior to their first approved date.

Vendors who fail to pay their fees within 30 days are at risk of being temporarily or permanently removed from all HarborMarket events, and may be referred to a collections agency. Failure to pay by day 40 after the invoice will result in a removal from all HarborMarket events until the invoice is paid in full. If payment is not received by Day 60, the vendor will be referred to an outside collections agency.

Please note that the vendor has sole responsibility to obtain proper licensing by the Kenosha County Division of Health or other such licensing agency. No refunds will be issued to the vendor if there are licensing issues or delays or violations noted by KCDH that result in suspension and/or removal. Additionally, no refunds will be offered should a vendor be removed by the Kenosha Fire Department or the vendor fails to keep a current certificate of insurance on file with KCM.

KCM Credit & Collections Policy



Additional Notes:

- Any date additions during a season require payment of the adjusted invoice on receipt.
- Adjustment of dates during the season that change a vendor from part time to full time status will NOT result in change of the weekly rate for any date.

I understand and agree to this Vendor Payment Policy document.

_____
Signature & Date

_____
Name

_____
Business Name as It Appears on Your Application