

Maquoketa Farmers Market

2018 Vendor Application

Vendor Information:

Business Name: _____

Individual Name(s): _____

Address: _____

City: _____ State _____ Zip: _____

Location of Growing Area: _____

Phone: _____ Email: _____

Sales Tax Permit Number / Not For Profit 501-C3 _____

If tax exempt, give complete name of organization and reason for exemption:

Products Sold:

List all items being sold: _____

Attach additional pages if required

The Maquoketa Farmers Market reserves the right to have final approval on the contents of an exhibitor's display. Only listed products and/or services may be sold.

Do you participate in the WIC/Seniors Farmers Market Nutrition Program? Y_____ N_____

Farmers Market Fees:

Full Season Space: \$75 per space Number of spaces requested _____
After May 1, 2018 \$80 per space

Occasional Vendor Rate: \$10 per space/day Number of spaces requested _____

Make payment payable to: Maquoketa Farmers Market Total \$ _____
Remit to: 124 S. Main St., Suite 2
Maquoketa, IA 52060

2018 Vendor Application

Waiver:

By submitting this application:

I agree I have read, understand and will comply with the Maquoketa Farmers Market Rules and Regulations in all respects. I am aware of, and will comply with, all applicable State of Iowa and Local Codes related to this activity.

I agree to abide by the decisions of the Maquoketa Farmers Market, its officers, directors, agents regarding the interpretation and enforcement of any provision of the Rules and Regulations.

I agree to obtain a minimum \$500,000 general commercial liability insurance policy and name the Maquoketa Farmers Market and the Maquoketa Chamber of Commerce as a certificate holder. This certificate **must** be on file with the Maquoketa Farmers Market prior to vending.

I agree to (if required) obtain a State of Iowa sales tax permit and provide a copy of the permit to the Maquoketa Farmers Market prior to vending.

I agree to obtain, at my own expense, all licenses and permits required by the State of Iowa, Jackson County, the City of Maquoketa and provide the Maquoketa Farmers Market with copies prior to vending.

If I am claiming to sell Certified Organic Products, I will provide a copy of the certificate to the Maquoketa Farmers Market prior to vending.

If I am selling "***Temperature Controlled for Safety***" foods (formally - ***Potentially Hazardous Foods***) at the market, I will obtain, and comply with, a State of Iowa Farmer's Market License. I will provide a copy of the license to the Maquoketa Farmers Market prior to vending.

Indemnification:

I hereby agree that I will indemnify and hold harmless the Maquoketa Farmers Market from any and all claims and liabilities arising or allegedly arising from my negligent or intentional conduct, or arising from my breach of any waiver identified in the rules and vendors forms. I understand that this means that I will be responsible for reimbursing the above named organization for any judgment against them, any settlement made by them in good faith, and any attorney's fees and cost incurred by them in defending or settling any claim against them, which arises or allegedly arises, as the result of my negligent or intentional conduct.

Vendor Signature: _____ **Date:** _____

MAQUOKETA FARMERS MARKET

RULES and REGULATIONS

2018 MARKET MANAGER

Contact Information:

Market Manager: Ted Strait
124 S. Main St., Suite 2
Maquoketa, IA 52060
563-652-4602
563-652-6978
tedstrait@hotmail.com
maquoketafarmersmarket@gmail.com

The Market Manager will be present to supervise the market and any other activities that the market may be having. If you have any questions or concerns or any problems arise, please let the market manager know. They will be dealt with during that event and the market manager's decision shall be final. An appeal of the decision may be requested and reviewed by the market committee before the next event date.

MARKET SEASON

The 2018 market will begin May 15th and run thru October 16th.

Hours of operation are from 4:00 – 6:30 pm. Rain or Shine!

Set up time to start no earlier than 3:00 pm and tear down to start no earlier than 6:30 pm.

MARKET LOCATION

Ohnward Fine Arts Center
1215 East Platt Street / Highway 64
Maquoketa, IA, 52060

VENDOR FEES

Each vendor must purchase a Full Season Pass for \$75 (\$80 after May 1) or pay the Occasional Vendors Rate of \$10 per day **All vendors must submit a completed and signed Vendor Application form, submit a Certificate of Liability Insurance, a Sales Tax Certificate (if applicable), and all necessary permits before selling at the Maquoketa Farmers Market.**

VENDOR EXPECTATIONS

The Maquoketa Farmers Market encourages all vendors to charge a fair and reasonable price for their goods. *Underselling will not be permitted.*

ENFORCEMENT of RULES and REGULATIONS

The first offense will result in a written warning. A second offense will result in a \$25 penalty. Repeat offenders may lose their vending privileges for the season with no refund of fees.

RULES and REGULATIONS

No smoking is permitted in the market area.

No firearms/weapons or illicit drugs are permitted in the market area.

No pets are allowed at the market, with the exception of licensed service animals.

No animals are allowed to be sold or given away.

Each vendor is responsible for supplying a suitable trash receptacle for their own and public use. All trash must be taken with you when you leave. Vendors are responsible for keeping their area clean.

No sales may be made or products held back for the customers prior to the bell ringing. You ***cannot*** hold back items or bag produce before market starts.

No vendor shall attract attention to products by outcry in a boisterous or annoying manner. Vendors shall not solicit customers who have not voluntarily approached their stall.

Spaces will be ***assigned*** for the season. Occasional vendors will be assigned an open space at the manager's discretion. If vendor has not arrived by 3:30, without prior notification to the market manager, the space is subject to reassignment for that date.

Vendors shall furnish their own tables, chairs and shade. PLEASE keep your area clean. Nothing turns away customers more quickly than dirty tables, vegetables, or containers.

More than 65% of your product and items that you sell must be grown, made, or harvested by the vendor. If the point-of-origin is in question, an on-site inspection of the production area may be conducted. The vendor shall provide directions to the production site and grant permission for an inspection of the production site within 72 hours of notification. Artisans and Crafters must make their own products.

Vendors shall not distribute letters, pamphlets, magazines, petitions, etc. to other vendors or customers and shall not solicit vendors or customers to support other organizations or fund raising without prior approval of the Market Board. Likewise, customers shall also be discouraged from soliciting and distributing.