

Ferry Street Growers' Market 2018 Guest Vendor Application

Farm or Business Name _____

Name _____

Address _____

City _____ State _____ Zip Code _____

Home Phone Number () _____ Other Phone () _____

Email Address: _____

Product(s), Please list all items you would like to sell or services you would like to offer at the market (attach additional sheet if necessary):

Office Use ONLY
Assigned Space: _____
Vendor Type: _____
Approved: Y / N
Insurance Certificate Received: Y / N
Required License/Permit Copies Received: Y / N
Market Dues Received: _____

Is your organization a registered 501(c)3 non-profit entity? YES / NO

Market Date Requested*: 1st choice _____ 2nd choice _____ 3rd choice _____

Please attach additional sheet if necessary.

***Subject to application acceptance and availability of dates.**

Approximate size of display space required. _____

If you have any questions, please contact:

Amanda Ballengee
(570) 939-1528
ballengeefarm@gmail.com

Please mail application to:

David Knoebel
PO Box 312
Elysburg, PA 17824

****See Operation of Market for market dates and fees**

Ferry Street Growers' Market Registration and Operating Guide

Registration

- Guest Vendors may be accepted by the market by majority vote of the Board of Directors. These vendors will be admitted based upon their enhancement of the market through the products and/or services offered. Participation is limited to ONE Food Truck or Ready-To-Eat food vendor each week. Guest Vendors who incorporate local agricultural products in their offering(s) will receive preferential consideration.
- Spaces will be assigned by the Board of Directors.

Operation of the Market

- Vendors must keep their display within assigned parking spaces, **regardless of open spaces that might be present.**
- Spaces must be kept clean and orderly at all times. Receptacles for waste paper, etc. must be provided if products sold result in such a need. Spaces must be clean of all refuse, debris, trash, etc, at the close of each market day and be removed from the site.
- The market hours will be 8:00 am until 12:00 pm.
- Location of the market will be Geisinger parking lot next to Cole's Hardware.
- **The fee for Non-profit Vendor is \$0.00. Guest Vendor fee is \$20.00/week. Payment of fee is due upon acceptance of application and notification of date(s) approved.**
- Each vendor shall hold personal liability insurance for at least \$500,000 that covers their market activities.
- The name and location of the vendor should be prominently displayed.
- All tents or canopies must be sufficiently weighted at all times.
- Asphalt surface must not be painted, altered or damaged for any reason. Repairs will be at the expense of the vendors.
- The middle walkway must be maintained open and unobstructed by vendor displays.
- **Dates of market operation are from the 3rd Saturday in May until the Saturday before Thanksgiving.**

Market Management

- Vendors agree to abide by the requests of the Market Manager or Assistant in the operation of the market.
- Issues or conflicts will be handled by the Market Manager as set forth in these guidelines. The Market Manager's decisions are final.
- Uncorrected violations may result in vendor dismissal and loss of fees.

Liability and Regulations

- Vendors must comply with all applicable local, state, and federal health regulations, in the harvest, preparation, production, labeling and safety of the products brought to market.
- Vendors must submit a Certificate of Liability Insurance showing the certificate holder as Ferry Street Growers' Market. This certificate shall cover the vendors sales and activities for the period registered.
- Members must submit a copy of all certifications and licenses applicable for their operation.
- The vendor shall indemnify, defend and hold harmless the Borough of Danville and its officers, directors, partners, agents, members and employees from and against any and all demands, claims, damages to persons or property, losses and liabilities including reasonable attorney's fees (collectively "Claims") arising out of or caused by the vendor, its employees, agents and others acting on its behalf, negligence in connection with the provision of services of the vendor. The vendor shall not have waived or be deemed to have waived, by reason of this paragraph, any defense which it may have with respect to such Claims.

Following application acceptance by the market Board of Directors, and market date(s) agreed to by Vendor and Board of Directors:

Guest Vendor must remit the full non-refundable fee, to be received no less than 2 weeks before their first scheduled market date.

Non-profit Vendor must confirm in writing, by mail or e-mail, no less than 2 weeks before their first scheduled market date.

Cancellation by either type of vendor should be made at least 2 weeks in advance of the market date(s) to assure rescheduling of market date(s), market season permitting.

Send confirmation and applicable fees (payable to Ferry Street Growers' Market) to:

David Knoebel
PO Box 312
Elysburg, PA 17824

Anti-Discrimination and Anti-Harassment Statements

The Ferry Street Growers' Market does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, clients, volunteers, subcontractors, vendors, and clients.

The Ferry Street Growers' Market is committed in all areas to providing a work environment that is free from harassment. Harassment based upon an individual's sex, race, ethnicity, national origin, age, religion or any other legally protected characteristics will not be tolerated. All

participants in the market including members of the Board of Directors, vendors and their employees and guests of the market are expected and required to abide by this policy.

I hereby accept the above guidelines in consideration of obtaining a vendor space at the Growers' Market.

Signed: _____

Date: _____

All Insurance and Certificates pertaining to your operation must be attached.

Thank you for applying to the Ferry Street Growers' Market

Please save a copy for your records.