



**SOUTH PEARL STREET
FARMERS MARKET
2018 Homesteading in the Hood / GreenFest**

Sunday May 20

Opening Day of the Farmers' Market

9 am - 1 pm

Plant a Seed!

**Please Print or Type
Farm/Business Name** _____

Primary Contact _____

Day Phone _____ **Cell Phone** _____

Email _____

Web Site _____ **May we link your Web Site?** _____

Facebook _____

Describe your utilization of social networking (what outlets, how often, etc.) _____

In order to avoid conflicts, please describe all items you intend to sell and their price in addition to all the activities, services or demonstrations you plan to offer.

Do **you** produce all of these products yourself? Yes _____ No _____

If no, who does and what is your relationship with that person/company? _____

Are your products grown/produced organically? Yes _____ No _____

Vendor Categories/Fees (circle one):

1. Special Event Fee - \$30 plus 10% of daily gross sales
2. Special Event Fee, Not-for-Profit Organization, \$10 fee
3. SPSA Merchant Member: no fee, 10% of daily gross sales

**How much space will you need? _____ 10x10; Over-sized - size requested: _____
(Due to limited space we can not accommodate all requests for trucks and/or trailers on the street but if you have special needs please let us know as soon as possible and we'll do our best.)**

Please List Additional Requests or Needs Here:

Items offered for sale by applying vendors/organizations must be “Farmer’s Market” related. The market is not open to selling coupon books, games of chance or items that conflict with existing Farmer’s Market vendors and merchants. The market does not accept brokers. Vendor applications will be reviewed based on need and appropriateness, and applicant will then be advised of acceptance into the Market. SPSA Farmer’s Market and the Market Coordinator reserve the right to prohibit anyone from selling at the market.

Market Attendance

If you cannot attend on a Market day you have committed to, you must contact Market Manager by Noon the preceding Friday (see contact information below). Please be considerate of your fellow vendors and us – empty spaces hurt the flow and the look of the market.

Market Day Arrival/Departure Procedure

Vendors must arrive and be ready to sell by 8:30am and remain open until the close of Market at 1pm. Set up may be as early as 7:15am. The Market Manager will check vendors in and assign space. Please advise the Market Manager of any special parking requirements; otherwise, no vehicles will be allowed on the street after 8:30am and **all vehicles must be off the street by 8:30am. Vehicles are not allowed back on the street before 1:20pm.** Please be respectful of patrons finishing their market shopping.

Market Weather Policy

The market will open rain or shine, please prepare accordingly. Questions regarding day of -- please contact the Market Manager to confirm.

Market Day Fee Calculation and Collection

All Vendors will remit daily fees to the Market Manager at the close of each market day. To determine your fee, tally your daily gross sales, deposit 10% of your daily gross sales amount, cash or check, in the provided Market Fee envelope, record that figure on the Envelope and return it to the Market Manager. Your honesty is greatly appreciated and counted on for a successful market.

Space Clean Up

Vendors must maintain their spaces in a clean and sanitary condition and remove all waste and refuse before leaving the Market. **Vendor must clean/sweep their area after each market.** Please have a separate container for any food trimmings. No grease, cooking oils or leftover food will be dumped in the trashcans – see Market Manager for dumpster locations or carry these items out with you. On site trash receptacles are for customer use only. Vendors may request permission from the Market Manager or designee to use customer receptacles at the end of the Market day if space permits.

Licensing and Permits

All taxes, licenses and liability/product insurance are the responsibility of vendor. Vendors will have available on Market Days any Sales Tax License, Fire Permits, Temporary Restaurant as required by the City and County of Denver and the State of Colorado. **Vendors must be able to produce and provide these documents to event inspectors.** Payment of Sales Tax for taxable items is the sole responsibility of the individual vendor.

All vendors/members must observe the rules and regulations SPSA Farmer’s Market. All food vendors must meet City and County of Denver Health regulations and fire safety codes.

Vendor acknowledges and understands that SPSA is providing space only and general publicity about the event, and makes no promises or representations concerning expected sales for profits.

BY SIGNING BELOW, THE VENDOR AND THEIR EMPLOYEE (S) AGREE TO THE POLICIES AND PROCEDURES AS LISTED ABOVE AND AGREE NOT TO HOLD SOUTH PEARL STREET ASSOCIATION, MARKET COORDINATORS AND ANY OF ITS AGENTS LIABLE FOR INJURIES OR LOSSES OR EXPENSES ARISING OUT OF THE PERMITTED ACTIVITY OR ANY ACTIVITY ASSOCIATED WITH THE CONDUCT OF THE APPLICANT’S OPERATION ASSOCIATED WITH THIS EVENT.

Vendor Name (Please print) _____ **Date** _____

Business Name: _____

Vendor Signature _____

Business Name _____

***** Please attach copies of State & City Sales Tax Licenses, Temporary Retail Food License, Fire Permits, Liability Insurance and photos of your booth set-up. Thank you for your participation.**

Please keep a copy of this signed agreement for your records and send copy with fee to:

Make checks payable to: South Pearl Street Association (SPSA)

Mail check and application to:

HobNob Events
Homesteading in the Hood
640 Detroit Street
Denver, CO 80206
303.734.0718 Phone
E-mail: Marilyn@HobNobEvents.com

Application due by May 1st, 2018

Notification of acceptance status will be by e-mail by May 8th, 2018

We look forward to seeing you soon! Please help us advertise this event by putting it in your newsletter, Facebook page or website. Let’s make this the best Homesteading In the Hood ever!