



Highland Farmers Market



HIGHLAND FARMERS MARKET

2012 Application

Every Saturday June 2 - October 13

20 weeks!

1500 Block of Boulder Street in Denver

9 am - 1 pm

www.denverhighland.org

Visit us on Facebook: Denver Highland Farmers Market

Please Print or Type:

Farm/Business Name _____

Primary Contact _____

Day Phone _____ Cell Phone _____

Email _____

Web Site _____

Facebook _____

Twitter _____

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

In order to avoid conflicts, please list all crops (and the date they will be available) or items you intend to sell, and their price. If you wish to bring additional or new products to market that are not on your original market application, you must get approval from market manager before bringing these products to market:

_____	_____	_____
_____	_____	_____
_____	_____	_____

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

If not, who does, what is your relationship with that person/company and where is the company based:

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

Vendor Categories/Fees (circle one):

(All Vendor fees are non-refundable once you have confirmed your acceptance in the market.)

- 1. Grower/Vendor Full Season: a non-refundable membership fee of \$120.00 plus 10% of daily gross sales
- 2. Grower/Vendor Full Season, Over-Sized Space (larger than 10x10): a non-refundable membership fee of \$135.00 plus 10% of daily gross sales

How much space will you need? 10x10 _____ Over-sized: size requested: _____

(Due to limited space we cannot accommodate all requests for trucks and/or trailers on the street, however if you have special needs please let us know as soon as possible and we'll do our best.)

- 3. Grower/Vendor, Drop In Fee: a per event fee of \$20.00 plus 10% of daily gross sales
- 4. Non Profit, Drop In Fee: \$10

2012 Market Dates

_____ **I will be attending all Saturdays: June 2 thru October 13, 2012**

_____ **I would like to attend the market on the following dates:**

June: 2 9 16 23 30 **July:** 7 14 21 28 **August:** 4 11 18 25
September: 1 8 15 22 29 **October:** 6 13

Electricity

Due to changes with the market site, the charge for electricity has yet to be determined. Please indicate your need for electricity on the application and you will be notified of the seasonal charge as soon as it is determined. Please note that you are encouraged to use propane or other non-electrical heating methods if possible.

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. **All vendors must be representatives of Colorado growers.** Vendor applications will be reviewed, based on need and appropriateness, and applicant will then be advised of acceptance into the Market. The Highland Farmers 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, please contact the Market Manager by Noon the preceding Friday. You may contact Nicole at 303.242.1032 or Marilyn at 520.395.7878, text is preferable. **No call, no show vendors may incur a charge of \$20 per missed day.** Please be considerate of your fellow vendors and us – empty spaces hurt the flow and the look of the market. **Market coordinator may reassign spaces not used regularly.**

Market Day Arrival and Departure Procedure

Vendors must arrive and be ready to sell by 8:30am and remain open until the close of the market at 1pm. 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 1:15pm.** 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 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 location or carry these items out with you. On site trash receptacles are for customers use only.

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 of the Highland Farmer’s Market.

All food vendors must meet City and County of Denver Health regulations and fire safety codes.

Vendor acknowledges and understands that the Highland United Neighbors, Inc 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 Highland United Neighbors, Inc., Market Coordinators or 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 _____

Vendor Signature _____

Business Name _____

***** Please attach copies Temporary Retail Food License, State & City Sales Tax Licenses, and Liability Insurance at this time. 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: HUNI (Highland United Neighbors, Inc)

C/O Nicole Jarman
970 South Pearl Street
Denver, CO 80209
303.734.0718 Office
303.242.1032 Cell
303.733.4552 Fax
E-mail: Nicole@HobNobEvents.com

Application due by March 1st.

Notification of acceptance status will be sent via email by April 1st.