

***Historic Haymarket ***

335 N. 8th Street, Suite B

Lincoln, NE 68508

Office: 402-435-7496

2023 Farmers' Market Vendor Application

www.lincolnhaymarket.org



Vendor's Name:	
Business Name:	
Others involved:	
Mailing Address:	
City, State, Zip:	
Phone #1:	
Phone #2:	
Fax:	
E-mail:	
Physical location of produce operation / product manufacturing:	
Sales Tax #:	
Insurance Info:	Company & policy #:
Accept Food Stamps/SNAP Y/N	

Meat, poultry, egg and dairy vendors, please attach all of your required certificates. Restaurants, please attach a copy of your temporary Food Establishment Permit. Perennial Plant Growers, please attach a copy of your Nursery Grower's License.

Liability insurance coverage extended to cover your products and stand? Yes No

If you currently do not have liability insurance, check with your insurance agent for coverage.

Please check the 2023 Farmers' Market date(s) you plan to participate as a vendor: (* home football games)

- May 6 May 13 May 20 May 27
- June 3 June 10 June 17 June 24
- July 1 July 8 July 15 July 22 July 29
- August 5 August 12 August 19 August 26
- September 2 September 9 September 16* September 23* September 30*
- October 7 October 14

Please check all food product(s) you will be selling:

- produce herbs jam/jelly honey cider cheese
- meat fish poultry eggs baked goods fruit

Other value-added products for human consumption, please describe: _____

Please check all non-food products you will be selling:

- fresh flowers dried grasses/flowers houseplants annual bedding plants
- perennial plants trees & shrubs ornamental corn gourds
- wood furniture beaded jewelry metal sculpture pottery
- fountains clothing jewelry needlecrafts
- quilts hats hand sewn dolls
- stained glass knit/crochet birdhouses/feeders original clothing
- dried floral designs gift baskets wood plaques & signs original art & craft items
- Other, please describe: _____

Arts and Crafts Vendors: Please include two (non returnable) photographs of merchandise.

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We now require a detailed list of all products brought to the market. Products not listed will not be allowed for sale without market manager approval. .

List all items being sold in detail below

Items not listed will not be allowed unless you receive management approval

Examples: Bracelet with hearts, metal bird sculpture, hard shell beef taco, football helmet wind chimes, soy candles, jam & jelly flavors, women's jackets, wheat bread, frosted cinnamon rolls, hot peppers, sweet corn, beets.

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New and Returning Vendors: While every effort is made to honor your request, determination of stall space(s) are based upon the entire Market's needs. Long standing vendors will retain stall space and have first right of refusal for stall space.

Tents: Standard market tents are 10' x 10', car stall spaces are the same in width. Long term vendors have coordinated tents and tables to accommodate and complement each other. Larger size tents are not allowed within the market. It is important not to infringe on your neighbors space.

I will be using a 10' by 10' tent. _____

Check Stall Need:

Long standing vendor would prefer same stall as last year.
Please identify approximate location or stall number if known: _____

Street Stalls:

_____ Vehicle stall, vending from back of vehicle (may also set up tent/umbrella if space permits)

Sidewalk Stalls: **(No electric available)**

_____ Table sidewalk, on east side of 7th Street
_____ Table sidewalk, on west side of 7th Street
_____ Table promenade, (Iron Horse Park), under stationary awning, standard tent/umbrella fit in space
_____ Table promenade, (Iron Horse Park), open area, may use standard tent/umbrella in space
_____ Table sidewalk, Canopy Street under stationary awning

Full payment must be received by **March 15th, 2023** in order to receive discounted season rate. Deadline for guarantee of **stall space to vendors from previous year is March 15th, 2023**. After **March 15th, 2023**, all remaining stalls become OPEN stalls with no guarantee of same stall location. We must be firm on this deadline so that we are consistent to all current vendors and accommodating to those interested in becoming new vendors.

	Day Stall Fees:	Season Stall Fees:	
Produce & Bakery Stalls	\$ 37.00/day	\$ 613.00	
Arts/Crafts Stalls	\$ 46.00/day	\$ 852.00	
Commercial Stalls	\$ 71.00/day	\$ 1400.00	\$ _____
Outlets:	\$ 4.00/day	\$ 3.00/day	

Electricity (**limited areas**): # of outlets: _____ x \$ _____/each week \$ _____

Amperage needed: _____

Electrical equipment description: _____

Food Handlers Permit # & Expiration Date _____

Health Department Fee: (Annual fee of \$30.00) Home Baker Food Vendors Only \$ _____
(Lincoln/Lancaster County Health Dept. issued placard must be posted each Market)

Stall Fee: Produce Baker Art/Craft Commercial \$ _____

Total Amount Due: \$ _____

For Farmers' Market Management staff use:

Received by:		Received date:	
Accepted by:		Acceptance date:	
<input type="checkbox"/> Cash	<input type="checkbox"/> Check #	<input type="checkbox"/> Money Order	\$

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On behalf of myself and all those affiliated and participating in business as vendors in the Haymarket Farmers' Market, I/we the following, agree to abide by all attached rules and regulations contained in the 2023 Policy and Procedures Packet, which include but are not limited to:

1. Arrival times;
2. Timely notification of absence and/or tardiness to market management;
3. Sidewalk vendors unloading (park vehicle, then return and set up) & loading (pack merchandise, prepare to load, retrieve vehicle, return to load up);
4. Market close procedures, including accommodating the exit of car stall vendors before other vehicles are allowed to re-enter the Market area for loading (generally 12:15 p.m.).
5. Set up, street/vendor lot parking;
6. Signage, pricing, proper display
7. Stall space usage;
8. Updated policies as implemented;
9. Rubber mats used to cover electrical cords or other obstacles must remain flat during the market, and remain flat after the market or rolled up and placed out of pedestrian walkways.
10. Be responsive to written, voice mail messages, requested documentation from Business Manager.
11. Violations
 - A) Violation of the rules and regulations of the Haymarket Farmers' Market will result in the following:
The first violation results in a written warning.
 - B) The second violation results in expulsion from the Market for the remainder of the market season with no refund payable.

I understand it is the policy of the Haymarket Farmers' Market that products sold Farmers' Market must be:

- A. Grown by me and/or those affiliated with my operation;**
- B. Prepared by me or crafted by me and/or those affiliated with my operation;**
- C. Further, I understand that Market Management staff and/or authorized Vendor Representative Designee may perform site inspections.**

I agree to carefully read and agree to abide by the rules and regulations of the 2023 Haymarket Farmers' Market. I understand that any changes or additions to this application must be in writing to the Market Management staff at least 21 days in advance to attending the Market. I agree to get management approval for any new product introduced to my booth. I understand it is my responsibility to ensure all those involved as vendors in my operation must follow the policies and procedures of the Haymarket Farmers' Market.

Hold Harmless Agreement

Vendor agrees to indemnify, hold harmless and defend Haymarket Farmers' Market, Lincoln Historic Development Corporation, (LHDC) from all claims, damages or demands for injuries to persons or damages to property, of any character or description, to which they may be subject arising out of or from vendor's operations or activities at LHDC events.

Signature: _____

Date: _____

Printed Name: _____

Business Name: _____

Emergent Contact Phone(s): _____