

\*\*\*Historic Haymarket \*\*\*

335 N. 8<sup>th</sup> Street, Suite B

Lincoln, NE 68508

Office: 402-435-7496

2024 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 2024 Farmers' Market date(s) you plan to participate as a vendor: (\* home football games)

- May 4                       May 11                       May 18                       May 25
- June 1                       June 8                       June 15                       June 22                       June 29
- July 6                       July 13                       July 20                       July 27
- August 3                       August 10                       August 17                       August 24                       August 31\*
- September 7\*                       September 14\*                       September 21\*                       September 28
- October 5\*                       October 12

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)  
\_\_\_\_\_ Vehicle stall, 8<sup>th</sup> Street, P to Q Streets.

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

\_\_\_\_\_ Table sidewalk, on east side of 7<sup>th</sup> 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.

Full payment must be received by **March 15th, 2024** in order to receive discounted season rate. Deadline for guarantee of **stall space to vendors from previous year is March 15th, 2024**. After **March 15th, 2024**, 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 2022 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 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 2022 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): \_\_\_\_\_