

**Muriel Olivares, Market Manager**  
Cell 786-991-4329/ Fax 305-892-8639  
northmiamifarmersmarket@about.me



**Name of Business:**

\_\_\_\_\_

**Name of Vendor:**

\_\_\_\_\_

**Address:**

\_\_\_\_\_

\_\_\_\_\_

**Business Telephone:** \_\_\_\_\_

**Cell:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_ @ \_\_\_\_\_

**Website Address:** [www.\\_\\_\\_\\_\\_](http://www._____)

**Facebook/Twitter:** \_\_\_\_\_

**Listing of items to be sold at the Farmer's Market (Be specific about what makes your product unique, ex: organic or natural, vegetarian, handmade...):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Does your booth require electricity?** \_\_\_\_\_



## Market Agreement with the City of North Miami

The Farmer's Market is operated by the City of North Miami in collaboration with the selected Market Manager, Muriel Olivares.

The Market is focused on building community and promoting sustainability. All persons selling products, services, or setting up displays in the Market are considered vendors and shall abide by these Market Agreements.

1. Hours and Days of Operation: The Farmer's Market will be open, rain or shine, every Thursday from 11 am to 5 pm, except for holidays. In the case of inclement weather, it is the responsibility of the vendor to let the market manager know of a cancelation.
2. Set up and Breakdown: Vendors are required to set up at least 30 minutes before opening and are required to stay until closing and assist with take-down. Any vendor planning to leave early should notify the market manager 24 hours before the market. Please use the ramp area, west of the MOCA pond for drop off. Please do not bring any motorized vehicles onto the plaza.
3. Permit Display: A copy of any and all permits should be submitted with the application.
4. Pricing: All prices for products should be clearly marked and visible for customers. Vendors are responsible to bring sufficient change.
5. Product Display: Vehicles shall not be utilized as a display or dispensing area for Market goods unless it is a refrigerated unit for perishable items or previous arrangements are made with the market manager. No motorized unit may remain running during Market hours other than for purposes of refrigeration of product. The use of tablecloths and a 10x10 pop up tent are encouraged. Vendors must provide their own tent, tables, cloths, carts, chairs, displays, brooms and trash cans. Individual vendor tent must be weighted down to prevent wind disturbance. Safety is essential. Any vendor who fails to properly anchor his or her canopy will not be allowed to sell at the Market on that day unless they choose to take down and stow their canopy.
6. Permitted Market Items: Fresh produce, plant items, flowers, baked goods, jellies, jams, preserved and other non-commercial food items may be sold. Hand-made crafts and Green products and services will be allowed. Displays of public interest, such as nutritional, health or consumer information are encouraged and may be displayed with the permission of the market manager. Due to the nature of our market, it is important to minimize competition by limiting any particular product to one vendor. The market manager will resolve any doubts as to the sustainability and compatibility of an item.
7. Civility Clause: Vendors and their employees or helpers must at all times conduct themselves in a pleasant and courteous manner. No soliciting or political or religious activities shall be permitted by vendors within the market area unless related specifically to the farmers market or otherwise approved by the market manager.
8. Location: The market is located in the City of North Miami, MOCA plaza, 770 NE 125 Street, North Miami, FL 33161. Parking and public restrooms are available.
9. Market Manager: The Market Manager will be hired by the City of North Miami Parks & Recreation Department and will be onsite during the hours of set-up, operation and take down. Any questions or issues that arise before, during, or after will be resolved by the market manager or, at Manager's discretion, referred to Muriel Olivares.
10. Market Fees: Ten-foot x ten-foot (10' x 10') stall spaces are \$25 per day. Vendors have the option to pay for a whole month (4 consecutive weeks) in advance and will receive a 15% discount. The cost for one month for a 10 x 10 space is \$85.



10/2/2012 City of North Miami Farmer's Market application

Vendors who do not pay in advance but choose to come and obtain an unreserved space will be assigned a space on a first-come, first-served basis, determined by the number of spaces available. Fees will be collected by the market manager on the morning of each market; cash or check made payable to the City of North Miami with the note "Farmer's Market". Payments in advance guarantee reserved spaces in the market. If a vendor cannot attend a market for which payment has been made, cancellation made 24 hours in advance will transfer the paid funds to the next market date. If cancellation is not made at least 24 hours before the opening of the Market, the funds will be forfeited. In cases where a dispute arises between vendors over the availability of spaces, the market manager will make a final decision regarding the assignment of spaces. Vendors who participate in the market on a regular basis will be given priority.

11. Sales Tax: All vendors are responsible for collecting their own sales tax, if applicable, for products and services sold at the Market.
12. Sustainability: the Market is an example to all who participate of how a community event can be delivered in a thoughtful way, while eliminating or greatly diminishing any negative ecological impact.
  - a. We will require all food vendors make a substantial effort to provide healthy foods, local, and sustainable-grown foods, and the use of biodegradable or reusable plates, cups and utensils.
  - b. All Artisan vendors' products/services should be local in origin.
13. Electricity: Vendors who need electricity must submit a request to the manager along with their application 24 hours prior to the market opening. Vendors must provide heavy-duty, grounded cords and a heavy duty grounded connector. Cords exposed in footpaths or areas of vehicular traffic must be covered with heavy duty covers.
14. Vendor Clean-up: Vendors are responsible for removal of all trash related to their stand. The Market is a sustainable event making all efforts to minimize or eliminate waste going to landfills. Recyclable plastic, paper, and metals will be disposed of in the city provided bins. Vendors are advised to bring their own trash bin and can be emptied at the end of the day in the city's main garbage collecting receptacles.
15. Vendor application procedure: Vendors must submit one application for the market. The applications will be reviewed by the market manager and the Special Events Supervisor. Once accepted, vendors will be contacted by the market manager.
16. Signage: Each Vendor is responsible for their own signs to advertise their products. Each vendor shall display all required licensing and certifications for their products.
17. State Sales Tax and food handling permits: Vendors are responsible for obtaining and displaying all permits required by the County. Copies need to be made for the Manager.
18. Parking: Following loading/unloading, vendors' vehicles must be removed from the loading and unloading area. Parking is provided in the City parking lot, adjacent to the plaza, next to the police station.
19. Insurance: The city of North Miami is self-insured

The market manager is responsible for the enforcing of the market agreements. Possible violations will be discussed and resolution attempted. Vendors selling prohibited items will be discussed and resolution attempted.

I understand and accept the conditions set forth in these Market Agreements.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_