



Name of Business/Vendor:

Address:

Business Telephone: _____

Cell: _____

Email Address: _____ @ _____

Website Address:
[www.](#) _____

Listing of items to be sold at the Farmer's Market:



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 Oliveras.

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, on Thursday s from 9pm – 2pm, starting on December 1st, 2011 and running through March 15th, 2012, except for holidays. Vendors may call the Market Manager first or the Parks & Recreation Department office regarding closure due to exceptionally inclement weather. Vendors shall be credited for fees paid if inclement weather causes cancellation of a Market day.
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 ahead of time.
3. **Permit Display:** A copy of any and all permits should be submitted with the application.
4. **Vehicles and 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. Not vehicle may remain running during Market hours other than for purposes of refrigeration of product. The use of sun-umbrellas is encouraged.
5. **Permitted Market Items:** Fresh produce, plant items, flowers, baked goods, jellies, jams, preserved and other non-commercial food items may be sold. Food preparation will not be allowed on-site. Hand –made crafts and Green products and services will be allowed. The Market Manager will resolve any doubt as to the sustainability of an item. Displays of public interest, such as nutritional, health or consumer information, may be displayed with the permission of the Market Manager.
6. **Location:** the market is located in the City of North Miami, MOCA plaza. 770 NE 125 Streets, North Miami, FL 33161. Vendors are required to obtain offsite parking. Public restrooms are available.
7. **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 during this period will be resolved by the Market Manager or, at Manager's discretion, referred to Muriel Oliveras.
8. **Market Fees:**
 - a. Ten-foot x ten-foot (10' x 10') stall spaces:
 - i. \$25 per market day
 - ii. Non-profit & Community groups with no vending or fundraising: \$10 per Market day





Fees should be paid in cash or check in the Parks and Recreation office and check made payable to the City of North Miami with the note "Farmer's Market". The payment guarantees reserved spaces in the market. If a vendor cannot attend a market for which payment has been made, cancellation made 48 hours in advance (by 9 am the Monday morning before the market) will transfer the paid funds to the next market date. If cancellation is not made at least 48 hours before the opening of the Market, the funds will be forfeited. Vendors who do not pay in advance but choose to come and obtain an unreserved space will pay prior to set up and will be assigned a space on a first-come, first-served basis, determined by the number of spaces available. 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

9. Sales Tax: All vendors are responsible for collecting their own sales tax for products and services sold at the Market.
10. 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.
11. Vendor spaces: if vendor misses two market days without notice, his space will be forfeited.
12. Vendor Display area: Vendors must provide their own tent, tables, cloths, carts, chairs, displays, brooms and trash cans. Individual vendor tent must be 10' x 10' and 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.
13. Electricity: Vendors who need electricity must submit a request to the manager along with payment for the week; 48 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 required to make payments at least 48 hours prior to each Market day.
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.

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17. State Sales Tax and food handling permits: Vendors are responsible for obtaining and displaying all permits required by the County. Copies need to make for the Manager.
18. Parking: Following loading/unloading, vendors' vehicles must be removed from the loading and unloading area. Off-site parking will be the responsibility of vendors and must not interfere with customer parking.
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: _____

