

**FOOD VENDOR FORM FARMERS MARKET AT MAPLE LAWN  
2018 FOOD VENDOR GUIDELINES AND APPLICATION FORM**

Saturday May 19, 2018 through Saturday November 3, 2018

**Market Operation:** The Farmers Market at Maple Lawn opens Saturday, May 19th. We plan to operate through Saturday, November 3rd. Hours of operation are 9:00 a.m. until 1:00 p.m. Once accepted by the Market, vendors may participate for the remainder of the season and need not re-apply until the next season. Applications may be received via email, mail or in person.

**Please Note:** Vendors must apply for the 2018 season by March 31, 2018. We encourage earlier return if possible. Preference in granting space will be given to those signing up for the entire season. Space preference will be determined by the number of selling weeks each vendor expects to be present. Notification of absence must be given in advance. Anyone failing to notify us of an unexpected absence will face a \$10 fine. Contact Janet Terry [202-256-5326](tel:202-256-5326) or email [jterrymarket@gmail.com](mailto:jterrymarket@gmail.com)

**Location:** Maple Lawn Development, behind McDonalds, Routes 216 near Route 29, Fulton, MD (near the Maple Lawn Turkey Farm and Harris Teeter)

**Cost:** \$25 per space, per week (about 10x10), or \$500.00 for the full season. **NEW THIS SEASON:** All food vendors are asked to make a commitment to **at least twice a month through the end of the season.**

**We require a \$25 application fee for all new food vendors. The fee is nonrefundable.**

Checks and cash only. Checks should be made payable to Farmers Market at Maple Lawn. Please submit payment by March 31st.

Vendors must comply with Maryland Sales Tax laws. Mail to: Farmers Market at Maple Lawn, P. O. Box 1787, Olney, MD 20830-1787

**Canopy:** Each vendor will provide his or her own 10' x 10' canopy, with weights of at least 25 pounds, no matter what the weather. Anyone with inadequate weights may be asked to leave. This is a safety issue. Each vendor will also display a neat, legible sign identifying the business.

**Terms and Conditions:**

- Vendors must conduct themselves in a professional manner.
- Vendors are expected to be completely set up before the Market opens, and **MUST** remain on premises during the entire duration of the market day, unless the Market closes due to bad weather.
- Vendors must comply with all federal, state and local regulations.
- Vendors will confine food to assigned space.
- All food sampling must be done **INSIDE** your canopy.

- Vendors are responsible for behavior of family and friends.
- Vendors may not 'hawk' their wares (in an aggressive manner).
- Vendors must provide garbage receptacles for any waste generated by their wares, and remove their own garbage from the market. Receptacles provided by the Market are intended for the use of our customers and guests.
- There is no smoking at the Market.
- Vendors must comply with all Howard County Health Laws. The Market can provide contact information and guidance, if needed.
- Vendors must call Market management 1 week beforehand, if they plan to be absent, except in case of a sudden emergency.
- Only Farmers are permitted to keep their trucks behind their stall. Exceptions are on a case-by-case basis.
- Space reservations will be held until 30 minutes before Market opening. After that time, we have the right to fill the spot.
- All vehicles must maintain a speed of no more than 10 mph on premises. No driving on market site during market hours.
- Please check with Market management in advance, before adding any new foods to your menu that were not on your application. This will ensure that we do not have duplicate items being sold.
- Also, please note: one of our missions is to be a healthy Market. **For that reason, we do NOT permit the sale of sugary sodas or items you might find at a county fair, such as French fries.** We do encourage all food vendors to offer healthy drinks along with their food items, especially those which complement their culinary range (e.g., agua fresca with empanadas).
- Sorry, No refunds. Food vendors are admitted based on the type of product that is needed most at our Market. We are looking for foods that are fresh, local and nutritional, as well as ethnic and unusual treats. This category is the most competitive in the application process.
- Termination: The Market reserves the right to terminate the agreement at any time. All terms and conditions shall survive termination. I agree to abide by the terms and conditions set forth herein for participation as a vendor in the Market.

I have read and understand all guidelines listed above

Vendor's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Food Vendor Space Rental Agreement

### Vendor Information:

Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Maryland Tax ID Number: \_\_\_\_\_

Food to be Sold: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

Phone: \_\_\_\_\_

Cell Phone \_\_\_\_\_

Planned Dates of Operation at The Farmers Market at Maple Lawn:

\_\_\_\_\_

Short Description of Items to be sold:

Price Range: \_\_\_\_\_

The following persons are designated the vendor's employee/agent/ representative:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

I agree to abide by the terms and conditions set forth herein for participation as an approved Artist in the Market.

Food Vendor's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please Make Checks payable to Farmers Market at Maple Lawn.