

## ADCG Vendor Application

Please fill out this application and sign all waivers and agreements.

Return to:

Alan Day Community Garden  
26 Whitman St. Norway, ME

**Your Name** \_\_\_\_\_

**Business/Farm Name** \_\_\_\_\_

**Phone Number** \_\_\_\_\_

**Email** \_\_\_\_\_

**Address** \_\_\_\_\_

**Town** \_\_\_\_\_ **Zip Code** \_\_\_\_\_

**Website** \_\_\_\_\_

**Facebook/Instagram** \_\_\_\_\_

**The Farmers' Market at the Alan Day Community Garden will operate on Fridays from 5-8 pm, July 5 - August 30. Participating vendors are encouraged to attend all Friday markets. Please check the boxes below of the dates you will be able to attend.**

- July 5, 2024**
- July 12, 2024**
- July 19, 2024**
- July 26, 2024**
- August 2, 2024**
- August 9, 2024**
- August 16, 2024**
- August 23, 2024**
- August 30, 2024**

## **Market Requirements**

- Each vendor will be responsible for their own tent, folding table, and display.
- General cleanliness of the market is everyone's responsibility, including picking up any trash before leaving and making sure tables and displays are picked up.
- Vendors are encouraged to be set up by 4:45 pm and not taken down until 7:45 pm. Please unload your vehicle and then park in ADCG parking areas or behind the grange at the Fare Share Food Coop parking lot.
- Please have customers wait until the market opens to begin purchasing.
- The market will run, rain or shine, except in severe weather. All vendors are asked to remain fully set up and operational during the hours of the market.
- Participants must meet eligibility requirements and comply with the rules of the market.
- All members must have a sign displaying their business name and location. Pictures of your farm/business are encouraged.
- Produce should be fresh and of high quality. All food/food products must be at least 6" off the ground and displays should be neat and tasteful. Prices should be clearly displayed for all products.
- ● 75% of products sold must be produced or created on your own farm. If not from your own farm, products must be from another farm within a 50 mile radius\* of Norway and be approved by the market manager. Products purchased for resale must be clearly labeled with the name of the farm where they were produced. (\*Products from outside the 50 mile radius will be considered on an ongoing case-by-case basis.)
- All members are responsible for their own appropriate licenses (including mobile vendors) and are asked to submit a copy of those to the ADCG to have on file.
- All members are required to have liability insurance coverage and must submit proof of insurance to the ADCG.

### **Applicants may offer for sale:**

- Farm products, plants, flowers, prepared foods, or baked goods.
- Articles of handmade variety normally classified as arts or craft.

*Please send a photo and description of your products, or show them in person.*

## **Rules and Regulations**

- There is no smoking, no vaping, and no substance use at the Alan Day Community Garden
- All vendors are responsible for securing and maintaining any and all required certificates, permits, and licenses.
- The Executive Director and ADCG Board of Directors have final authority concerning the eligibility of all vendors and their products. To participate in the market, verbal or written approval must be received from the Executive Director.
- Respectful conduct: Any vendor exhibiting unprofessional or inappropriate behavior directed at the public, market vendors, or ADCG staff and volunteers may be asked to leave immediately. This includes derogatory and disrespectful remarks made to/about other vendors, customers, or ADCG staff and volunteers. There will be no arguing between vendors or with ADCG staff or volunteers during market hours. If there is a complaint, it should be brought to the attention of the ADCG staff or Board of Directors in a professional manner. All complaints will be handled by the ADCG staff or Board of Directors outside of market hours.

## **HOLD HARMLESS AGREEMENT**

The undersigned agrees to, at all times, indemnify and save harmless, the Oxford Hills Community Garden doing business as the Alan Day Community Garden (ADCG), all designated property owners where vendor booths are located, and their employees and agents thereof against all claims, demands, actions, or causes of action arising or growing out of any injury, loss or damage to property from the installation, use, maintenance, state of repair or presence of any kind related to the booth or other installation or structure at the ADCG Community Market, and will pay to the ADCG the full amount of any loss or damage which it may sustain, incur or become liable for on account thereof.

Signed \_\_\_\_\_ Date \_\_\_\_\_

## **ACKNOWLEDGEMENT OF RULES, REGULATIONS & REQUIREMENTS**

I have read and agree to abide by all of the rules, regulations, and requirements of the ADCG Community Market as outlined in this Application, along with any applicable local and state rules. I understand that any violation of the rules may result in expulsion from the Market.

Signed \_\_\_\_\_ Date \_\_\_\_\_

**PHOTO RELEASE - Permission to Use Photograph**

Subject: ADCG Community Market; July 5, 2024 through August 30, 2024. Location: 26 Whitman Street, Norway, Maine, 04268.

I grant to the ADCG and its relationship to the promotion of the Community Market to take photographs of me and my property in connection with the above-identified subject. I authorize ADCG, its assigns, and transferees to copyright, use, and publish photos in print and/or electronically.

I agree that ADCG may use such photographs of me with or without my name and for any lawful purpose, including for example such purposes as publicity, illustration, advertising, and Web content. I have read and understand the above:

Signed \_\_\_\_\_ Date \_\_\_\_\_