THE MAYOR AND COMMISSIONERS OF THE TOWN OF ELKTON

ELKTON FARMER'S MARKET
VENDOR APPLICATION FORM

NAME: _____

ADDRESS: _____

_____

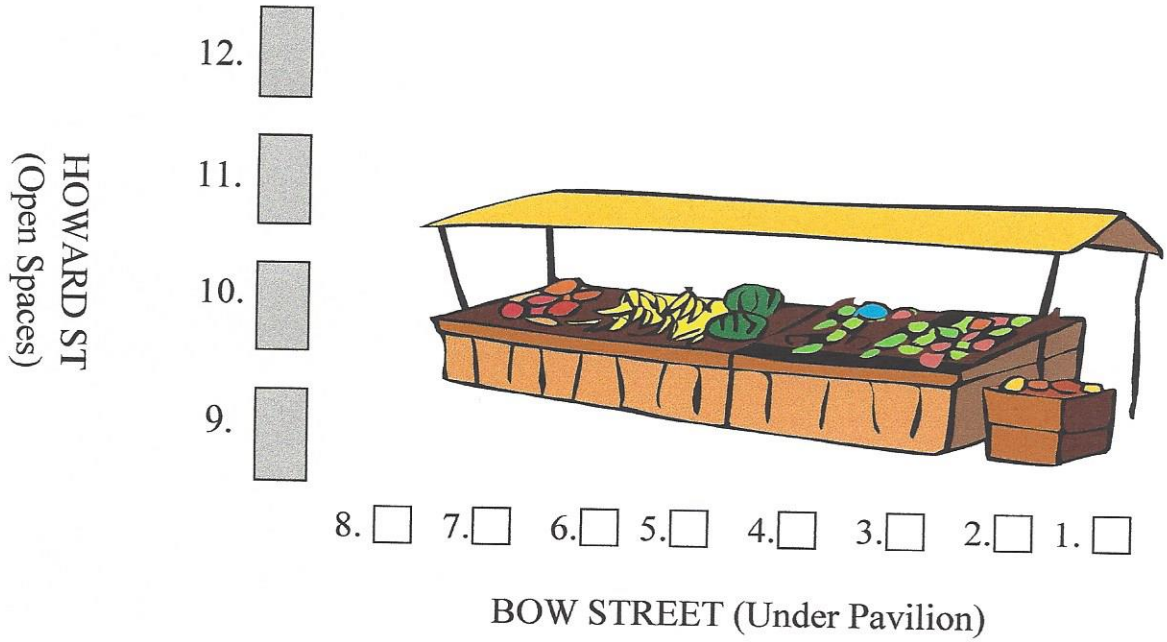
PHONE: _____

SELLING THE FOLLOWING ITEMS:

PRODUCE: _____ NON-PRODUCE: _____

LIST THE NON-PRODUCE ITEMS:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____



Vendors must observe the rules and regulations of the Farmer's Market.

Signature: _____ Date: _____

TOWN OF ELKTON
ELKTON FARMERS MARKET

RULES AND REGULATIONS

The Elkton Farmers Market is located on the Municipal Parking Lot at the corner of Howard and Bow streets. Its purpose is to provide a direct consumer outlet for many locally grown and produced products. Additionally, the Mayor and Commissioners of the Town of Elkton have authorized the sale of arts & crafts, goods and other non-produce upon approval of the designated Farmers Market Manager.

In order to be eligible to offer items for sale at the Farmers Market, vendors must meet all applicable State of Maryland, Cecil County and Town of Elkton requirements and pay all applicable fees. A certificate of compliance from the Cecil County Health Department may also be required.

ITEMS FOR SALE

Categorical items allowable for sale at the Farmers Market may include: fruits & vegetables, plants, jams & jellies, arts & craft goods, baked goods and other non-produce goods approved by the Farmers Market Manager.

Non-profit organizations may request a waiver of applicable fees when requesting the use of the Farmers Market for fund raising activities. Any requests must be submitted in writing on organization/business letterhead.

ENFORCEMENT OF RULES

Occupants of space at the Farmers Market must at all times conform to the rules and regulations set forth by the Mayor and Commissioners for governing the Farmers Market. The Farmers Market Manager has been designated to oversee the management and regulatory enforcement of the Farmers Market.

SPACE ALLOCATIONS

Allocation of space in the Farmers Market is based on first come first serve policy. Each space is approximately 10' x 15' and defined laterally by a white line. Vendors must furnish their own tables, chairs, displays, signage, etc.

APPLICATION

Application for space(s) at the Farmers Market may be either mailed to the Municipal Building or applied for in person at 100 Railroad Ave., Elkton, MD 21921. **All applications must be accompanied by payments in full.**

Spaces may be limited to 1 (ONE) per applicant, organization and/or business to ensure diversity of products.

FAILURE TO COMPLY WITH ALL RULES AND REGULATIONS WILL RESULT IN THE LOSS OF MARKET PERMIT AND PRIVILEGES.

OPERATING REGULATIONS

A. The Farmers Market Manager will determine the days and times of operation.

B. Vendor applications for Farmers Market space will be accepted on a first come first serve basis. The Farmers Market Manager reserves the right to refuse applicants space.

C. Spaces may be limited to 1 (one) per applicant, organization and/or business.

E. All vendors are expected to conduct themselves with courtesy and in a manner of good conduct. Attracting attention to goods by hawking or crying out is prohibited. Arguments, harassment of purchasers/other vendors and profane language will not be allowed and will result in revocation of the permit.

F. Open containers of any alcohol beverages are prohibited. All pets and/ or service animals must be leashed and controlled by owner. Owner is responsible for cleaning up after pets.

G. Goods may not be sold directly from trucks. Venders must furnish their own tables, displays, signage, etc. Each vendor is responsible for the cleanliness of his/her space and at the close of each business day all items including trash must be removed.

H. No vendor shall have the right to sub-lease, sell, transfer or permit use of his/her assigned space to another vendor without the prior explicit approval of the Farmers Market Manager.

I. Unsightly displays are not permitted. Signs may be attached to the Farmer's Market building, using hooks provided. NO NAILS OR HOOKS MAY BE INSTALLED.

J. All sales must be made only from the assigned space in the Market building and not from the parking lot, sidewalk or any other area.

K. Should it be necessary, the Farmers Market Manager may relocate vendors.

L. The Town of Elkton is not responsible for any accidents that may occur on the premises. Vendors operate at their own risk.

M. The Town of Elkton is not responsible for any property left on the premises.

N. Defacing or damaging Town property will result in the loss of permit and may subject the individual to criminal prosecution.

O. Vendors may only sell those items specified in the original submitted application. Prior approval is required from the Farmers Market Manager before adding saleable items.

P. Vehicles are not permitted within the Farmer's Market except for loading and unloading.

Q. Failure to adhere to the Rules and Regulations may result in forfeiture of permit and possible exclusion from the Farmers Market.

CONDITIONS OF SALEABLE ITEMS

Vendors are to maintain their items for sale in a clean and neat manner. Vendors must meet all applicable health regulations.

FOR INFORMATION AND/OR COMPLAINTS

For information or complaints concerning the Elkton Farmers Market, contact the Farmers Market Manager, Elkton Municipal Building, 100 Railroad Avenue, Elkton, MD 21921 or at 410-398-0970.

OPERATION HOURS

The Elkton Farmers Market will be open Thursdays and Fridays from 2 PM – 6 PM and Saturdays 8 AM – 12 PM, starting April 1st until October 31st.

SPACE RENTAL FEES (ONE SPACE PER VENDOR)

UNDER PAVILION
Seasonal Rate (all 3 days): $120.00
Daily Rate (1 day): $40.00

OPEN AREA SPACES (VENDOR MUST PROVIDE TENT)
Seasonal Rate (all 3 days): $90.00
Daily Rate (1 day): $30.00

COLLECTION OF FEES

All fees must be paid in advance and in full. Fees may only be paid by cash or check at the Elkton Municipal Building, 100 Railroad Avenue, Elkton, MD 21921. **All fees are non-refundable.**

Permits will only be issued if all payments are made in full and all forms are completed in their entirety.

Non-profit organizations or those raising money for charitable organizations are exempt from fees; however, they must still complete all subsequent paperwork.

*If mailing/emailing applications, please use the address listed below. Applications can also be dropped off to the Administration Office located at 100 Railroad Ave, Elkton, MD between 8:00 AM - 4:30 PM.

Farmer's Market Manager
Town of Elkton
PO Box 157
Elkton, MD 21922

Email address: administration@elkton.org

Telephone: 410-398-0970