



OLNEY
FARMERS & ARTISTS
MARKET

2017 FOOD VENDOR GUIDELINES AND APPLICATION FORM
Sunday May 14, 2017 through Sunday November 5, 2017

Market Operation: The Olney Farmers and Artists Market opens Sunday, May 14th. We plan to operate through Sunday, November 5th. 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 2017 season by March 31, 2017. 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.

All new food vendors must submit a \$25 non-refundable application fee.

Location: MedStar Montgomery Medical Center Thrift Shop Grounds, Prince Philip Drive & Route 108, Olney, Md.

Cost: \$30.00 per space, per week (about 10x10). Checks and cash only. Checks should be made payable to **Olney Farmers Market**. **Note: We give a \$60 discount (two free Sundays) for anyone paying in advance for the entire season.** Please submit payment by March 31, 2017. Vendors must comply with Maryland Sales Tax laws.

Mail to: Olney Farmers & Artists Market, P. O. Box 1787, Olney, MD 20830-1787
Contact: Janet Terry 202-257-5326, jterrymarket@gmail.com

Canopy: Each vendor will provide his or her own 10' x 10' canopy, **with weights of at least 25 pounds per tent leg, 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. We reserve the right to impose a fine for unprofessional behavior.
- Vendors must 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.



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- Vendors must provide garbage receptacles for any waste generated by their wares, and **MUST REMOVE THEIR OWN GARBAGE** from the market. Receptacles provided by the Market are intended for the use of our customers and guests. Hospital Thrift Shop trash receptacles are NOT for our use.
- There is no smoking of any kind at the Market.
- There is no dumping of food, oil, or gasoline products on the market site.
- If you are cooking on site, you are responsible for making your area safe for customers and for children.
- If you have another person (approved in advance) selling for you, that person must be familiar with and comply with all of the market rules.
- Vendors must comply with all Montgomery County Health Laws. The Market can provide contact information and guidance, if needed. We require a copy of your Health Department license before you can sell. An exception to this policy will be made for cottage industry vendors.
- Vendors must call Market management 1 week beforehand if they plan to be absent, except in case of a sudden emergency. Anyone with 3 unexplained absences may be asked to leave.
- Vendors must move vehicles to one of the parking lots after unloading. 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 during Market hours.
- **NEW Montgomery County law prohibits the use of Styrofoam.**
- No pets are allowed.
- **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. Please check with us if you have any questions.
- 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.



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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.

I agree to abide by the terms and conditions set forth herein for participation as a vendor in the Market.

Vendor's Signature: _____

Date: _____

Our website is www.olneyfarmersmarket.org



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2017 Olney Food Vendor Space Rental Agreement

Vendor Information:

Name: _____

Business Name: _____

Maryland Tax ID Number: _____

Food to be Sold: _____

Address: _____

Email: _____

Website: _____

Phone: _____

Cell: _____

Planned Dates of Operation at Olney Farmers & Artists Market:

Short Description of Items to be Sold:

Price Range: _____

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

1. _____
2. _____
3. _____