



Season # \_\_\_\_\_ or Weekly only  
 Cash/Ck# \_\_\_\_\_ \$ \_\_\_\_\_

## Farmer's Market & Art Walk 2018 REGISTRATION FORM

Name \_\_\_\_\_ Date of Birth (*required*) \_\_\_\_\_

Business Name (if applicable) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

**ALL VENDORS** are aware they need to park on Hall Street or further away for customer consideration. Vendors that have handicapped license plates or have made arrangements with the Market Manager for disabilities/handicaps can park in the LDS Chapel parking lot. Otherwise, the LDS chapel parking lot, 9<sup>th</sup> and 11<sup>th</sup> Streets are for customers only. Please note that infractions are neither neighborly nor kind.

Vehicle Make \_\_\_\_\_ Model \_\_\_\_\_ State \_\_\_\_\_ Plate # \_\_\_\_\_

*\*By signing this agreement, participant vendors agree to a criminal background check using the information provided above.*

**VENDOR PRODUCTS** – All Items have to be hand-made, hand-grown or hand-produced in AZ or NM

PLEASE NOTE: Farm vegetables & fruits can be from the Four Corners region. This region includes ONLY the states of Arizona, New Mexico, Utah, and Colorado. If you have any questions, please call the Market Manager.

\_\_\_\_\_ **Grower/Agricultural Products:** Produce, meat, eggs, dairy, honey, vegetables, fruits or plants  
 How Grown (circle one)      Certified Organic      Conventional

**Circle all that apply to you:**

**Eggs   Fruits   Herbs   Honey   Tomatoes   Vegetables   Plant Starts   Plants   Agricultural Products**

Other (Explain) \_\_\_\_\_

\_\_\_\_\_ **Food Processor/Concessionaire:** In the space provided below, please list what you will be selling and contact the Navajo County Health Department at (928) 532-6050 x5550 to make sure you are in compliance. You may be contacted by the Market Manager for further details or to submit a picture or a sample.

\_\_\_\_\_ **Arts and Crafts:** In the space provided below, please list what you will be selling and the location in which it is made. You may be contacted by the Market Manager for further details or to submit a picture or a sample.

**Circle all that apply to you: Art   Candles   Crafts   Jewelry   Wooden Signs   Soaps   Lotions**

\_\_\_\_\_ **Other:** If you do not fit into any of these categories, explain below what you would like to sell.

**Description of items you will be selling at our market (Required)**

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**VENDOR OPTIONS - PLEASE CHOOSE ONE OF THE TWO OPTIONS BELOW**

**Season Vendor: Due to availability, please list your top 3 space choices**

1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ 3<sup>rd</sup> \_\_\_\_\_

I am submitting this application to prepay for the entire season, or remaining Saturdays of the season and enclose a **non-refundable** payment **check** for the full amount due. By prepaying, I will be able to choose my space and it will be guaranteed for the entire season. Spaces will be reserved on a first come, first served paid basis.

**Season Pricing: \$250 by Feb 28<sup>th</sup>, \$350 by May 15<sup>th</sup> and then refer to pricing chart below.**

<b>Week 1</b>	<b>5/26/18</b>	<b>\$ 380</b>	<b>Week 5</b>	<b>6/23/18</b>	<b>\$ 300</b>	<b>Week 9</b>	<b>7/21/18</b>	<b>\$ 220</b>
<b>Week 2</b>	<b>6/2/18</b>	<b>\$ 360</b>	<b>Week 6</b>	<b>6/30/18</b>	<b>\$ 280</b>	<b>Week 10</b>	<b>7/28/18</b>	<b>\$ 200</b>
<b>Week 3</b>	<b>6/9/18</b>	<b>\$ 340</b>	<b>Week 7</b>	<b>7/7/18</b>	<b>\$ 260</b>	<b>2018 Season Vendor Pass Purchase Deadline 7/31</b>		
<b>Week 4</b>	<b>6/16/18</b>	<b>\$ 320</b>	<b>Week 8</b>	<b>7/14/18</b>	<b>\$ 240</b>			

**Weekly Vendor:** I am submitting this application and would like to “Pay as I Go”. I will call the Market Manager by Wednesday each week that I would like to participate, make the \$25 payment and choose my space based on availability at that time. I understand the spaces are by availability and I can choose to upgrade to a “Season Vendor” at any time. Please note that if you make arrangements to come and do not, your payment is still required.

*By signing this agreement, vendors acknowledge that they have read this application and the Show Low Main Street Farmers Market & Art Walk (“The Market”) Rules and Regulations and agree to abide by the guidelines and decisions of the Market or other representatives of the Farmers Market.*

In consideration of being permitted to participate in the Farmers Market, vendors hereby release and forever discharge on behalf of itself, successors or assigns, the City of Show Low and Show Low Main Street, its contractors, volunteers and support organizations of any claim of any nature, either in law or equity, arising from or by reason of any bodily injury or personal injuries, known or unknown, death or property damage, resulting from any accident which may occur as a result of participation in the Show Low Main Street Farmers Market & Art Walk or any other activities in connection herewith, whether by negligence or not.

The Farmers Market shall be entitled to terminate approval of this application at any time, whereupon the vendor agrees to immediately vacate the premises. This termination may take place in the event of the following: failure to pay the reservation fee; failure to abide by the obligations in this application; failure to abide by the Show Low Main Street Farmers Market & Art Walk Rules and Regulations, failure to be open for business as a seasonal vendor, or **two or more absences without prior notification to the Market Team**. The vendor acknowledges and agrees that the Show Low Main Street Farmers Market & Art Walk shall have no liability for any incidental or consequential damages, loss of business, or otherwise for terminating this application in accordance with the terms set forth above.

The Show Low Main Street Farmers Market & Art Walk reserves the right at any time during the term of this agreement to relocate the vendor within the market to another space at the Market Team’s discretion.

It is not required that each vendor has general liability insurance; however, each vendor will be required to sign and submit a Release and Indemnity Agreement prior to set-up at the Market.

- FMNP** In order to comply with the Arizona Farmers Market Nutrition Program rules, we limit the resale of fresh produce
1. FMNP vendors are responsible for complying with all health and safety requirements of the Navajo County Health Dept.
  2. Only FMNP Approved Growers may accept FMNP Payment Instruments, and only for eligible foods that were grown in Arizona by an FMNP Approved Grower.
  3. All FMNP Growers must comply with FMNP Rules as defined in the Arizona Farmers Market Nutrition Program Manual for Growers and Market Managers.
  4. Resale transactions with FMNP Payment Instruments are prohibited
  5. Our market excluded FMNP growers from dropping off produce for managers or other growers to sell.

**PLEASE NOTE** that vendors are responsible for reading and understanding the **“Rules & Regulations”** as well as obtaining all licenses, permits, and insurance that may be required by local, county, state, and/or federal governments for the sale of your product(s).

Send the completed application and payment to Show Low Main Street. Please make checks payable to Show Low Main Street. Credit cards are now accepted for an additional 3%, two dollar minimum, processing fee.

\_\_\_\_\_  
Signature \_\_\_\_\_ Date

\_\_\_\_\_  
Printed Name and Title



# Farmer's Market & Art Walk

## 2018 RELEASE & INDEMNITY AGREEMENT

\_\_\_\_\_ (Print Name Here), hereinafter "Applicant" agrees to indemnify and hold the Show Low Main Street, hereinafter "Main Street" harmless for any and all claims or lawsuits for personal injuries, wrongful death or property damage arising from the acts or omissions of Applicant which is related to Applicant's sale of products or services or Applicant's booth or exhibit area at the Market. Applicant shall be solely responsible for providing products liability insurance, completed operations insurance or other liability insurance, which would provide coverage for the acts or omissions of Applicant, or for Applicant's activities at the Market. In the event that Applicant chooses not to purchase such liability insurance Applicant understands that Applicant shall be corporately and individually responsible for holding Main Street harmless and for defending any lawsuits or claims made by insured persons. Applicant's indemnification of Main Street shall include all the costs of defense including reasonable attorney fees, expert witness' fees, travel, food and lodging expenses related to the defense and other costs actually incurred by Main Street in defending such claims and lawsuits. In the event that Applicant has liability insurance, Applicant agrees to add Main Street as an additional name insured for this event only.

Applicant further agrees and promises that Applicant will be solely responsible for the payment of all taxes, workman's compensation benefits and other taxes, fees, etc., relating to Applicant's sale of products and services and will hold Main Street harmless for any and all such taxes, fees or benefits.

Further, Applicant agrees that it will abide by all Federal, State and local laws and ordinances related to its use of the booth or exhibit area during the Market. Applicant further states it will defend and hold Main Street harmless for any violation of law relating to Applicant's activities or Applicant's use of the booth or exhibit area.

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In the event that Applicant is a corporation, both the President and Secretary must sign.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Company Name \_\_\_\_\_

**THIS IS AN IMPORTANT LEGAL DOCUMENT WHICH MUST BE SIGNED AND RETURNED.**





# Farmer's Market & Art Walk

## 2018 Rules and Regulations

The Market Committee and/or Market Manager of the Show Low Main Street Farmers Market and Art Walk with full support of the Board of Directors of Show Low Main Street shall enforce these Rules and Regulations. The Market Team and Board members will interpret these regulations according to the best interest of the Market.

### I. Vendors

- A. Agricultural Producer: All products must be grown within the Four Corners region which is Arizona, New Mexico, Utah or Colorado.
- B. Non-agricultural Producer: Applications will be juried based on product, date received and space availability. The categories and numbers of vendors allowed are: Arts & Crafts, Ready to Eat Food, Processed Food, Herbalists and Other. "Other" includes vendors that do not fall into any other category. All vendors must reside within Arizona or New Mexico and provide name, address and date of birth for a criminal background check.

### II. Merchandise

- A. Agricultural/horticultural products must be grown within the Four Corners region which includes Arizona, New Mexico, Colorado and Utah. All products must be grown or wild-gathered by the vendor, farmer or their on-farm assistants. Agricultural/horticultural producers may display and sell "value-added" products, provided a substantial portion of the ingredients are wild-gathered or grown by the vendor.
- B. Resale items are permitted provided they fit within the theme and spirit of the Market; to be determined by the Market Team and Manager.
- C. All vendors are subject to inspection by the Market Manager.
- D. Show Low Main Street Farmers Market & Art Walk reserves the right to allow special promotions and festivals with other agricultural or locally made products on designated occasions.
- E. Only those products listed in the vendor's application will be allowed for sale. Members wishing to sell a new product must notify the Market Manager one week in advance of proposed sale. New products must be approved by the Market Manager.

### III. Space & Fees

- A. Each Booth space is exactly 10-foot by 10-foot.

Season Vendor fees are calculated depending on the date you purchase your space, please review the pricing chart below. Season Vendors prepay for entire season, choose a permanent space and their business will be on the Market map. Spaces will be reserved on a first come, first paid basis and additional spaces are **Season Pricing: \$250 by Feb 28<sup>th</sup>, \$350 by May 15<sup>th</sup> and then refer to pricing chart below.**

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Week 3	6/9/18	\$ 340	Week 7	7/7/18	\$ 260	<b>2018 Season Vendor Pass Purchase Deadline 7/31/16</b>		
Week 4	6/16/18	\$ 320	Week 8	7/14/18	\$ 240			

- B.
- C. Weekly vendor fees are \$25 per week. Weekly Vendors need to contact the Market Manager by 5pm Wednesday of any week they would like to participate. Payment is due at time of reservation.
- D. Spaces are not transferable and are assigned by the Market Manager.
- E. Refunds will not be given for days a vendor is unable to participate in the market. It is strongly recommended that each vendor have a back-up partner to manage their booth as needed. All back-up partners are also subject to criminal background checks prior to vending at the Market. The Market will operate regardless of the weather unless conditions are determined to be hazardous by the Market Manager.

### IV. Licenses

- A. All vendors are responsible for the necessary licenses and permits required for their product(s). Business licenses are not required by the City of Show Low for Show Low Main Street's special events.
- B. All vendors are responsible for collection and payment of appropriate state, county and city taxes.
- C. All food vendors are responsible to comply with the Navajo County Health department's rules and regulations. Please contact Jeff, 928-524-4750, at the NCHD if you have any questions or need assistance.

## V. Health Regulations

- A. All vendors must follow Health Code Regulations and it is their responsibility to be in compliance.
- B. All food vendors are responsible for the appropriate inspections by the State Health Department and must have the appropriate certification, permits and licenses.
- C. No smoking by the vendors will be permitted at the Market.

## VI. Vendor Booth & Setup

- A. It is highly recommended that vendors have a canopy or umbrella. Weighting of each vendor tent is required. 40 lb. weights attached to each corner of the tent or canopy are recommended. This is a significant safety consideration, as calm breezes can pick up canopies and carry them aloft, endangering the vendor and market-goers.
- B. Saturday set-up must be completed by 8:45 a.m. No vendor vehicles will be allowed in the pedestrian walkways after 8:30 a.m. Saturday Market opens at 9:00 am and closes at 1:00 pm
- C. Emergency Flashers are to be on at all times while vehicle is in the Market area.
- D. Vehicles are to be parked as close to your booth as possible and are ONLY allowed to remain for loading and unloading purposes. ALL VEHICLES are to be removed before set up begins and may not return until break down is completed after close of Market.

## VII. Location

- A. The Show Low Main Street Farmer's Market & Art Walk shall be located on Cooley Street between 9th and 11th Streets in Downtown Show Low, Arizona.

## VIII. Absences

- A. Vendors must notify the Market Manager at (928) 532-2680 by 12:00 pm the day prior to Market day if they will not be present.
- B. Vendors must notify Market Manager if they are going to be late or absent due to uncontrollable circumstances. **EMERGENCY contact for Diana North, Market Manager (480) 414-8210.**

## XI. Quality Standard and Liability

- A. All products and produce must be of acceptable quality; to be determined by the Market Team or Manager.
- B. Any prepared foods sold at the Market must be prepared in compliance with the Health Department Guidelines and have appropriate licensing and certificates on hand. **Ray (928) 532-6050 x5550 at the Navajo County Health Department to make sure you are in compliance.**
- C. Liability for all such products rest solely with the vendor producing and selling them. Vendors are not required to have general liability insurance; however, they will be required to sign a Release and Indemnity Agreement prior to set-up at the market.

## X. Upkeep

- A. All vendors are responsible for the upkeep of the general market area located near or in their booth area.
- B. All vendors must dispose of their own accumulated trash.
- C. Food vendors are responsible for bringing large trash receptacles to hold all of the possible trash that could be generated from their booth and for disposal of this trash.
- D. Dumpster disposal is not available to vendors on site.

## XI. Vendor Conduct

- A. Show Low Main Street Farmers Market and Art Walk is a family oriented, drug-free event. Any vendor appearing to be under the influence of alcohol or drugs will be required to leave the premises immediately. Repeat offenders will be banned from the Market and forfeit any prepaid vendor fees.
- B. Obscene, violent, obnoxious or aggressive behavior is also cause for ban from the Market, forfeiture of prepaid vendor fees and potential prosecution.
- C. No loud music may be played at vendor booths, as it will interfere with Market entertainment, and for the courtesy of other vendors and Market attendees, "hawking" (loud calling to promote a vendor's products) is prohibited.
- D. Any vendor may be suspended from selling by action of the Market Manager for failure to comply with the Rules and Regulations of the Show Low Main Street Farmers Market and Art Walk.

Thank you to our 2018 Sponsors

