

**NORTH CITY FARMER'S MARKET FREE SERVICE VENDOR APPLICATION & OPERATING RULES**  
PLEASE PRINT NEATLY AND SEND TO OLD NORTH RESTORATION GROUP  
2700 N. 14th Street, St. Louis, MO 63106 Phone: 314-241-5031

**Location and Important Dates:**

The North City Farmer's Market occurs every Saturday from **10:00 AM to 1:00 PM** in Crown Square at the intersection of 14th Street and St. Louis Avenue in Old North St. Louis. Service provider applications are to be returned to the Old North St. Louis Restoration Group Office at the address above. Send them Attn: Jessica Payne, Vendor Coordinator. Questions may be directed to the Vendor Coordinator at (314)241-5031 x102 or [jessica@onsl.org](mailto:jessica@onsl.org). Please take note of the following important dates:

- Opening day: June 7, 2014
- Closing day: October 18, 2014

**Application:**

The following application is only for organizations or companies that are providing free service. They will be referred to as "service providers" throughout the rest of the document. Application must be turned in and approved by the Vendor Coordinator before service providers may participate in the market. The Vendor Coordinator will notify you when your application has been approved. If the service provider is planning on selling any products or services, they would be considered a market vendor and should fill out the Market Vendor Application available through the Vendor Coordinator. If you have received this application in error, please notify the Vendor Coordinator.

**Set Up/Take Down and Equipment:**

- Service providers should begin setting up at 9:00 AM on Market day and should be finished setting up by 9:45 AM.
- To avoid confusion, service providers should not begin providing their service to clients until 10:00 AM.
- Service providers must clean their booth areas at the end of the day and dispose of all trash properly.
- The market will provide a tent, table, and chairs for free to the service providers but the service providers are responsible for setting up their booth materials. Service providers providing their own tent and table should notify the Vendor Coordinator.
- Service providers must tear down & return any booth materials provided by the market (tents, tables, chairs, etc) in a timely fashion.

**Market Policies:**

- The Farmers' Market does not charge service providers a fee for providing their service at the market. Booths and booth materials (tent, table, etc) for service providers are free of charge.
- Service providers must maintain clean and healthful conditions within their area and leave their area free of debris prior to leaving each Saturday. Service providers must dispose of their own trash in designated dumpsters, not in the market trashcan. Food and boxes of food are not to be stored or displayed on the ground.
- Consuming alcoholic beverages and smoking is not permitted in the market area.
- Market will occur in rain or shine unless cancelled by the Vendor Coordinator due to extreme weather.
- Any complaints by a service provider or customer/client may be submitted in writing to the Vendor Coordinator. The name of the complainant will be kept confidential.

**Liability:**

- Service provider assumes full liability for the services they provide and hereby agree to hold North City Farmer's Market harmless against any claim of injury or damage by any service provider, client, or other person(s).
- North City Farmer's Market is not liable for any injury, theft, or damage to either clients/customers or service providers arising out of/or pertaining to preparation for/participation in the North City Farmer's Market whether such injury, theft or damage occurred prior during, or after the North City Farmers' Market. Service provider further agrees to indemnify and hold the North City Farmers' Market harmless for and against any claims for such injury, theft, or damage.

**Government Regulations:**

All service providers are responsible for any permits, certificates, inspections or licenses required by the federal, state or local government to provide their services.

**Notice of Non-Discrimination:**

The North City Farmers' Market does not discriminate on the basis of sex, race, class, age, religion, ethnicity, national origin, sexual orientation or preference, gender identity, marital or familial status, or ability. Service providers should adhere to this policy.

**Free Service Provider Application**  
**Please Complete the Following and Return to Vendor Coordinator:**

Service Provider Name: \_\_\_\_\_ Number of booths: \_\_\_\_\_

Primary Service Provider Employee/Volunteer: \_\_\_\_\_

Other Service Provider Employees/Volunteers: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

Service Provider Phone: \_\_\_\_\_ Cell/Home Phone: \_\_\_\_\_

Phone Number We Can Reach You At In Case of Cancellation Due to Weather: \_\_\_\_\_

Email Address: \_\_\_\_\_ Website: \_\_\_\_\_

Do you have the necessary licenses to provide your service, if applicable? (If yes, please attach a copy) Yes \_\_\_\_ No \_\_\_\_

Will you provide your own tent and table? Yes \_\_\_\_ No \_\_\_\_

Please describe the service(s) you plan to provide at the Farmer's Market:

\_\_\_\_\_  
\_\_\_\_\_

**The 2015 NCFM Season is June 6th to October 17th.** Please indicate which dates you will be attending:

I will attend all market days

I will attend only the day(s) indicated below:

- |                                  |                                  |                                 |                                 |                                 |
|----------------------------------|----------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <input type="checkbox"/> June 6  | <input type="checkbox"/> July 4  | <input type="checkbox"/> Aug 1  | <input type="checkbox"/> Sep 5  | <input type="checkbox"/> Oct 3  |
| <input type="checkbox"/> June 13 | <input type="checkbox"/> July 11 | <input type="checkbox"/> Aug 8  | <input type="checkbox"/> Sep 12 | <input type="checkbox"/> Oct 10 |
| <input type="checkbox"/> June 20 | <input type="checkbox"/> July 18 | <input type="checkbox"/> Aug 15 | <input type="checkbox"/> Sep 19 | <input type="checkbox"/> Oct 17 |
| <input type="checkbox"/> June 27 | <input type="checkbox"/> July 25 | <input type="checkbox"/> Aug 22 | <input type="checkbox"/> Sep 26 |                                 |
|                                  | <input type="checkbox"/> Aug 29  |                                 |                                 |                                 |

**Please Initial Each:**

If you do not initial each statement, your application will be rejected and returned for you to fix.

I have read and agree to abide by all of the North City Farmers' Market Operating Rules (Pages 1-3).

I will investigate and obtain all licenses, permits & inspections required by the City, State & Federal Governments.

I agree that North City Farmers' Market is not liable for any injury, theft, or damage to the service provider, customer/client, or their property.

**Signature of Primary Service Provider:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Return completed copies to Old North St. Louis Restoration Group.*