



## Monongahela Farmers' Market, Monongahela, Pennsylvania Market Operations Summary and Rules

**Location, Hours and Season:** The Monongahela Farmers' Market will be held, rain or shine, each Friday afternoon from 3:00pm to 6:00pm, running approximately 17 weeks beginning the second Friday in June and continuing through the end of September\*. The Market is held in historic Monongahela and is located right along Main Street on Seventh Street, beside and inside the beautiful and well-known Chess Park. Main Street boasts heavy traffic and regularly reaches 14,000 cars per day.

**Market Promotion:** The Market is promoted through local newspaper advertisements, internet and print listings of regional farmers' markets, numerous street signs, flyers located in local businesses and on Facebook and other social media venues. Featured in all of these venues is the eye catching Monongahela Farmers' Market logo. In addition, several generous sponsors will be providing advertising and programming support, as well as underwriting the development of the Market.

**Music, Arts and Community:** The Market makes an effort to offer music and/or entertainment on most Market days. In addition, the Market offers additional space for community/charity groups to publicize their programs. We will also be offering spaces to crafters, vendors and food trucks (The Farmers will be placed on 7<sup>th</sup> Street, crafters, vendors and food tents will be in Chess Park and food trucks will be on Chess Street, or 7<sup>th</sup> depending on space availability) in order to attract as many people as possible every week to stop in, shop and stay for a while.

**Fees and Spaces for Vendors:** The available space will be as follows: 10 by 10 space in Chess Park or ONE (1) parking space at either 7<sup>th</sup> Street or Chess Street behind the park (the committee will determine your location). If your food truck is towed by another vehicle, you will need to reserve 2 spaces. The cost is \$300 for the full 16 weeks or \$125 for 4 consecutive weeks - the options are

1. June 10, 17, 24 and July 1;
2. July 8, 15, 22 and 29; OR
3. August 5, 12, 19 and 26;

If you choose to participate by a single Friday which will be \$40. If you want to choose several Fridays that are not consecutive, the single Friday cost will apply. If you are in need of electric, it will be an additional \$5 per week, and will be awarded on a first come/first served basis. You are responsible for providing all electrical cords. It is suggested that you have at least a 75 foot available. Please reserve the space you require. Spaces are limited and there is no guarantee that everyone will receive the number of spaces requested in their application. Spaces will be awarded on a first come/first served. No vendors should have children under 16 selling at their space without adult supervision. You are responsible for taking any trash from your area to the dumpster located at the side alley (opposite 7<sup>th</sup> Street). **STAKING OF TENTS OR ANYTHING ELSE INTO THE GROUND WITHIN CHESS PARK IS ABSOLUTELY PROHIBITED.** Violation of this rule will be an immediate termination of your contract with no refund and you will be asked to leave the property. Please understand that this is a City of Monongahela rule which will be strictly enforced.

Food Vendors are required to have all current state and local inspection and licenses (City of Monongahela has its own health inspector. If you prepare your food at the Farmers' Market, **YOU WILL BE INSPECTED BY THE CITY'S HEALTH INSPECTOR**, which is good for an entire year anywhere in the City of Monongahela), including but not limited to all Serv Safe requirements. When you receive a bill from the City (\$70) for your inspection, please give it to one of the Farmers Market personnel. We will pay your fee as part of your vendor fee. They will not inspect you unless you are at the Market for 4 or more Fridays.

**Participation:** Vendors are expected to participate in at least 12 of the 16 Market days for those who have chosen to participate for the entire season. They are also expected to give advance notice of the days when they intend not to come in order to permit the Market to better accommodate their absence. Advance notice is by Thursday at 5pm. *If you miss 3 Fridays with no notice, you will forfeit your space and will receive no refund.* There will be no refunds for no show days or for cancellations, even with notice.

**Choice of Vendors:** The choice of specific vendors will be made at the discretion of the Market Committee. The Committee may add new vendors during the course of the season. The Committee may also invite 'visiting vendors' to fill one stall reserved for that purpose. Visiting vendors will be chosen, at their discretion, to increase the variety or enhance the mix of products offered at the Market.

**Termination:** The Market will terminate by determination of the Market Committee.

**Operating Agency:** The Market is operated by the Monongahela Farmers' Market Committee. Monongahela Area Revitalization Corp (MARC) is the designated Market Coordinator. Most Market activities are performed by volunteers and MARC may delegate much of their powers and duties to those Market volunteers as they deem advisable. For questions about operational details, please contact MARC at [MonCityFarmMarket@gmail.com](mailto:MonCityFarmMarket@gmail.com)

**Deadlines:** Applications and payment must be returned to the Monongahela Farmers' Market Committee no later than **May 15<sup>th</sup>, 2022**. We will continue to accept participants throughout the whole season, but to ensure your space and that your type of offerings are not taken, we encourage early submission. Checks should be made payable to 'MARC' and sent to Monongahela Area Revitalization Corp at 246 W. Main Street, Monongahela, PA 15063. No application will be accepted without accompanying payment. You will be notified of receipt of the application and acceptance of such.

\*Of course, severe storms with lightning or high winds may lead to cancellation. We want everyone to be safe. But we still manage to do a surprisingly good business on rainy days.

## Monongahela Farmers' Market APPLICATION AND AGREEMENT FOR FOOD TRUCKS OR BOOTHS

Name of Applicant: \_\_\_\_\_

Business Name: \_\_\_\_\_

Names of Persons selling for Business: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

Social Medial Links \_\_\_\_\_

**Agreement to terms of the Market Operations Summary and Market Rules and Regulations.**

I have read the Market Operations/Rules and Regulations and understand that submitting this application constitutes acceptance of the terms set forth therein. I certify that the products I offer qualify as acceptable products. I have attached a general description product list for the products I will offer for sale at the Market. I further agree that if I wish to sell any products other than what I listed, I will seek advance approval for such sales. Participants must have an approved application and product list on file with the Monongahela Farmers' Market Committee prior to participating in the Market. I understand that this is an application only and that the committee has sole discretion in selecting vendors. *For vendors of food prepared on site only:* I understand that I must contact the PA Department of Agriculture and City of Monongahela to obtain the appropriate license and approval of planned sanitation measures. License must be presented to Market Committee.

I would like \_\_\_\_\_ spaces (1 Friday \$40, 4 Fridays (indicate which set of dates by number, \$125 # \_\_\_\_\_, Entire Season \$300) if accepted. Would you like a parking spot \_\_\_\_\_ or a space in Chess Park \_\_\_\_\_ Do you need electric? \_\_\_\_\_ additional \$5 PER WEEK

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

Return this application and agreement to: Monongahela Farmers' Market/MARC, 246 West Main Street, Monongahela, PA 15063

Checks should be made payable to **MARC**

**\*\*COMMITTEE USE\*\***

Date received: \_\_\_\_\_ Date accepted: \_\_\_\_\_ Spaces Allowed: \_\_\_\_\_  
 Payment Received: \_\_\_\_\_ Applicant Denied: \_\_\_\_\_ Date Notified: \_\_\_\_\_

**Monongahela Farmers' Market**

**JUNE through SEPTEMBER  
FRIDAYS 3PM-6:00PM**

Please indicate what products you will be selling during the following months.

JUNE:

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JULY:

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AUGUST:

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SEPTEMBER:

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