



## **Monongahela Farmers' Market, Monongahela, Pennsylvania Market **VENDOR** Operations Application 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 17 weeks beginning **June 5th** and continuing through **September 25th**. The Market is held in historic Monongahela and is located right along Main Street on Seventh Street (Farmers) and in Chess Park.

### **Fees and Spaces for Vendors**

The available space will be as follows: 10 ft by 10 ft space in Chess Park, \$170 for the full 17 weeks, \$60 for 4 Fridays or \$25 for single Fridays.

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 serve basis. Subleasing your space to another vendor, even if it is within the same company is prohibited. No one under the age of 16 is permitted to sell without adult supervision. You are responsible for taking all trash from your area to the dumpster located at the side alley (opposite 7th 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, as well as being asked to leave the property. Please understand that this is a City of Monongahela rule which will be strictly enforced.

### **Participation**

Set up begins at 1:30 pm. Please see the MARC staff for your location. If you are a full season vendor, your location will not change. Please be ready by 2:45 pm and there is no selling before 3:00 pm or when the MARC representative opens the market. Please do not arrive prior to 1:30 pm unless prior arrangements have been made.

## **Attendance**

Vendors are expected to attend at least 15 of the 17 Market days for those who have chosen to attend the entire season. You are required 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 no later than 10:00 am on Thursday. *If you miss 2 Fridays with no or late notice, you will forfeit your space and will receive no refund.*

For vendors selecting specific Fridays, there will be no refunds for no-shows or cancellations. The no show/late notice also applies to those who choose other multiple Fridays also. Understand, we work very hard to advertise extensively for the Market and if we advertise your business is going to be there, and you no show/no call, the committee is the one who gets the negative feedback.

## **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)

## **Inclement Weather**

The Market Committee will determine if the market will open or close early due to inclement weather. We are a rain, shine or wind event. If there is lightning in the area, the market will close. You are required to pack up and vacate the premises immediately. Failure to do so will void your contract.

## **Applications**

Applications and payment must be turned into the Monongahela Farmers' Market Committee. Checks should be made payable to 'MARC' and sent to:

MARC c/o  
Sparkles by Shell  
600 Park Ave, Ste C  
Monongahela, PA 15063

No application will be accepted without accompanying payment. You will be notified of receipt of the application and acceptance of such.

**Monongahela Farmers' Market  
APPLICATION AND AGREEMENT FOR VENDORS**

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

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

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

\_\_\_\_\_

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

\_\_\_\_\_

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

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

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

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

Social Media links: \_\_\_\_\_

\_\_\_\_\_

I would like \_\_\_\_\_ 10'x10' spaces  
(Entire Season \$170, 4 Fridays \$60, single Friday \$25, if accepted)

If you are choosing several dates please list here: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

JUNE: \_\_\_\_\_

\_\_\_\_\_

JULY: \_\_\_\_\_

\_\_\_\_\_

AUGUST: \_\_\_\_\_

\_\_\_\_\_

SEPTEMBER: \_\_\_\_\_

\_\_\_\_\_

**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 intend to offer for sale qualify as acceptable products and of high quality. I further agree that if I wish to sell any products under the expectations under those definitions, I will seek advance approval for such sales. I have attached a general description product list for the products I will offer for sale at the Market. 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 prepared food only: I understand that I must contact the PA Department of Agriculture and obtain the appropriate license and approval of planned sanitation measures. License must be presented to the Market Committee.

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

Date: