

Merchantville Farmers Market

RULES OF THE APPLICATION / APPLICATION INSTRUCTIONS

INTENT & PURPOSE

The conditions and requirements of these specifications are intended to be open and non-restrictive for the purpose of obtaining adequate participation of interested vendors and uniformity in the submission of applications. The Market Committee shall be the sole judge concerning the merits of all applications submitted.

DEADLINE FOR SUBMISSION OF APPLICATIONS

Prior vendors and organic or sustainable farmers and growers are given first priority to apply for each new season. All applicants must submit a preliminary application. The deadline for new applicants is April 30th before each season year. All decisions to expand the Market roster are made before each season begins. All applications will be kept for reference should it be determined that the Market would benefit by the addition of vendors.

VENDOR FEES AND EXPENSES

There is no fee to submit a Preliminary Application. Vendors that have been selected for participation will be contacted to complete the application process. The 2012 market vendor fee is \$15.00 per space, per week. Participants may choose to pay for a full season in advance, in one lump sum or monthly. All vendors will be required to provide insurance for their market participation. Fees are subject to change each season. The Market operates on the first and third Saturday of the month, from June – November, in rain or shine. If a vendor chooses not to show in inclement weather, the fee will not be refunded.

REQUIREMENTS FOR APPLICATION SUBMISSION

1. A completed preliminary application form must be submitted for new applicants by the March 31, 2012 deadline. Upon acceptance of the preliminary application, vendors shall complete and sign all forms required for participation as a vendor.
2. Failure to provide this information shall be cause for rejection of application as submitted.
3. Applicants that are selected shall apply for, receive and show proof of the appropriate insurance and any other Health Department permits or required forms by the start of the market season.
4. Department permits or required forms by the start of the market season.

REJECTION OF APPLICATION

The Merchantville Farmers Market Committee reserves the right to accept or reject any and all applications and to waive any immaterial defects or informality in any application if it is in the best interest of the Farmers Market to do so. The determination of a material defect shall be a matter solely within the discretion of the Market Committee.

APPLICATION INSTRUCTIONS

1. A preliminary application form must be enclosed in a sealed envelope addressed to:
Merchantville Farmers Market Committee
1 West Maple Avenue
Merchantville, NJ 08109
2. A signed and dated Hold Harmless Agreement.
3. Application and Hold Harmless Agreement be submitted by the April 30, 2012 deadline.
4. Please do not submit fees at this time. Upon acceptance of the preliminary application, vendors shall complete and sign all forms, and submit fees as required for participation as a vendor.

INDEMNIFICATION OF THE BOROUGH OF MERCHANTVILLE

Applicants who are awarded opportunities as vendors at the Merchantville Farmers Market under these specifications shall indemnify and hold harmless the Borough of Merchantville, its officers, employees, agents and servants from and against any and all claims, demands, suits, actions, recoveries, judgments, costs and expenses including attorneys fees, incurred or suffered on account of property damage or loss and/or personal injury, including loss of life, of any person, agency, corporation or governmental entity which shall arise out of the course of or in consequence to any acts or omissions of the applicant, its employees, agents, servants or subcontractors in the performance of the work described in these specifications.

The applicant further agrees that this indemnification by the applicant shall continue after completion of the Merchantville Farmers Market season for all claims, demands, suits, actions, recoveries, judgments, costs and expenses including attorneys fees resulting from acts or omissions the applicant, its employees, agents, servants or subcontractors which occur prior to the completion of the season.

EXPLANATION OF REVIEW OF APPLICATIONS

Applications are reviewed for the purpose of finding the specific applicants that are the most qualified to participate in the Merchantville Farmers Market. The market committee reserves the right to reject any applications. Considerations in the review of new applications will include the following:

- Appropriateness of the products to our “local” focus
- Variety, selection and quality of products and items offered
- Use of natural and organic ingredients in prepared food
- Ability to commit to a full or consistent schedule
- Ability to comply with necessary Health/Safety requirements of Borough, County, and State