



# **NORTHEAST FARMERS MARKET**

## WINTER MARKET

One Saturday each month  
November - April, 11am-1pm

APPLICATION DEADLINE: October 16th, 2021  
Please send payment and required forms to:  
Northeast Farmers Market  
PO Box 68067  
Minneapolis, MN 55418

### CONTACT INFORMATION

\_\_\_\_\_  
Contact Name

\_\_\_\_\_  
Business/Farm Name

\_\_\_\_\_  
Street Address

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

\_\_\_\_\_  
Name NEFM should make checks payable to

### PUBLICITY INFORMATION

\_\_\_\_\_  
Website

\_\_\_\_\_  
Facebook page

\_\_\_\_\_  
Twitter name

\_\_\_\_\_  
Email

\_\_\_\_\_  
Phone

# 2021 Outdoor Winter Market Vendor Application

\_\_\_\_\_  
MN Tax ID

\_\_\_\_\_  
Fed Tax ID

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Business/Home Phone

\_\_\_\_\_  
Cell Phone

### APPLICATION CHECK LIST

- \_\_\_\_\_ Completed Application
- \_\_\_\_\_ Permits and Licenses
- \_\_\_\_\_ Proof of Insurance
- \_\_\_\_\_ Payment In Full
- \_\_\_\_\_ Read and understand Zero Waste policies
- \_\_\_\_\_ Read and understand Market Currency
- \_\_\_\_\_ Sign Agreement and Release Waiver

### LOCATION:

St Boniface Church Parking Lot  
629 2nd Street NE  
Minneapolis, MN 55413  
One Saturday each month  
November - April  
11:00am-1:00pm

### NORTHEAST MINNEAPOLIS FARMERS MARKET MISSION STATEMENT

The Northeast Farmers Market adds to the livability of the neighborhood by providing a welcoming and accessible community market and gathering place. We contribute to the success of local growers and producers and foster sustainability in the Northeast community.

## SCHEDULE

PLEASE CHECK ALL SUNDAYS THAT YOU PLAN TO ATTEND THE MARKET

November 6, 11am-1pm \_\_\_\_  
December 4, 11am-1pm \_\_\_\_  
January 8, 11am-1pm \_\_\_\_  
February 5, 11am-1pm \_\_\_\_  
March 5, 11am-1pm \_\_\_\_  
April 2, 11am-1pm \_\_\_\_  
TOTAL # \_\_\_\_

\_\_ ALL 6 Months

Note: Vendors are responsible for keeping track of their own schedules. If accepted, all marked dates on the application will be approved unless otherwise notified by the Market Manager.

## FEES

### PAYMENT

Full Payment due with application

Payment Due Date

Payment due by October 16th, 2021.

Monthly Vendors

Payment must be made the first of the month. You will not be permitted to set up if you have not paid in advance. Space is not reserved until fully paid.

Space Rental

Space rental includes space for one vehicle and 10'x10' tent, indoor restroom facilities, garbage and compost service. Vendors must supply their own tables, table cloths, chairs, signage and materials. Stalls are not reserved until they are fully paid.

Single Space  
Vendor Fee

Daily: One Saturday, 11am-1pm

November	\$40
December	\$40
January	\$40
February	\$40
March	\$40
April	\$40

STALL FEE \$ \_\_\_\_\_

Electricity:

Vendors needing electricity are responsible for providing their own extension cords.

Please indicate if you need electricity. **No additional fee is required.**

# of Outlets \_\_\_\_\_ # of Days \_\_\_\_\_

TOTAL DUE \$ \_\_\_\_\_

Returned Check

The fee for a returned check is \$30. A bounced check may cause a vendor to forfeit stall(s).

AMOUNT ENCLOSED \$ \_\_\_\_\_

Please list ALL items you intend to sell at the Northeast Minneapolis Farmers Market. Items not listed and/or approved by Market staff may not be sold at the market. Attach additional page(s) if necessary. Artists and Crafters are also required to submit photographs of their items.

[illegible]

<input type="checkbox"/> Fruits and/or vegetables	<input type="checkbox"/> Honey, Grains, or
<input type="checkbox"/> Meat, dairy, and/or eggs	<input type="checkbox"/> Maple Syrup
<input type="checkbox"/> Cut flowers	<input type="checkbox"/> Nursery Stock
<input type="checkbox"/> Other (please specify)	<input type="checkbox"/> Certified Organic

Any additional information about your product or business we should use in making an admissions decision or in promoting you at the market (attach additional pages, if desired):

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Are your supplies sourced locally? \_\_\_\_YES \_\_\_\_NO

☐ Prepared "Pickle Bill" Foods  
☐ Other Non-Taxable Prepared Foods  
☐ Taxable Prepared Foods  
☐ Immediately Consumable Foods  
 List ingredients sourced from local farmers/producers

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Are you selling any processed food items? ☐ YES ☐ NO

List other venues and farmers markets where your product(s) are sold.

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Are you participating in our EBT/Food Stamp Token program?

\_\_\_\_ YES      \_\_\_\_ NO

If not, would you like to participate? \_\_\_\_YES \_\_\_\_NO

Do you grow or produce all your items?

If no, please explain: ☐ YES ☐ NO

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## PERMITS & LICENSES & INSURANCE

Include with the following applicable forms with your application

	MN Dept of Revenue ST-19 FORM <sup>A</sup>	Certificate of General Liability Insurance <sup>B</sup>	Mpls Farmers Licensing Exemption Form <sup>C</sup>	Mpls Seasonal Food Permit <sup>D</sup>	Nursery Stock Growers Certificate <sup>E</sup>	Mpls Short Term Food License <sup>F</sup>
Produce	•	•	•			
Meat, Egg, Dairy	•	•	•			
Honey, Grains, Maple Syrup	•	•	•			
Fresh Cut Flowers	•	•	•			
Nursery Stock	•	•	•		•	
Prepared "Pickle Bill" Foods	•	•	•			
Other Non-Taxable Prepared Foods	•	•		•		
Taxable Prepared Foods	•	•		•		•
Immediately Consumable Foods	•	•		•		•
Clothing	•					
Arts & Crafts	•					

A. Vendors selling non-taxable items must complete the form and check the box: "I am selling only non-taxable items."

B. Food vendors are required to carry General Liability Insurance with a coverage limite of \$1,000,000 that includes products and complete operations coverage. Each vendor is required to supply a Certificate of Liability (see sample insurance form) naming Northeast Minneapolis Farmers Market as additional insured. Liability insurance can be purchased through the Minnesota Farmers Market Association from Stearns Insurance Services. Visit [http:// www.MFMA.org](http://www.MFMA.org) for information and applications.

C. Meat/Poultry Processors, Home Processors, and MN "Pickle Bill" vendors need to contact the Minneapolis Environmental Health & Food Safety Division at 612.673.3693 and submit a Market Vendor Plan Review before completing the Farmers Licensing Exemption Form.

D. Seasonal Food Permit: [http://www.minneapolismn.gov/www/groups/public/@regservices/documents/webcontent/convert\\_260253.pdf](http://www.minneapolismn.gov/www/groups/public/@regservices/documents/webcontent/convert_260253.pdf)

E. Nursery Stock Certification Program: <http://www.mda.state.mn.us/licensing/licensetypes/nurseryprogram.aspx>

F. Short Term Food Permit: [http://www.minneapolismn.gov/www/groups/public/@regservices/documents/webcontent/convert\\_259929.pdf](http://www.minneapolismn.gov/www/groups/public/@regservices/documents/webcontent/convert_259929.pdf)

G. Cottage Food Producer Registration: <http://www.mda.state.mn.us/licensing/licensetypes/cottagefood.aspx>

H. Visit [http://www.minneapolismn.gov/licensing/business-licensing\\_food\\_index](http://www.minneapolismn.gov/licensing/business-licensing_food_index) to determine any other licensing your product may require.

All Pickle Bill vendors (earning less than \$5000.00/season on prepared non-potentially hazardous food) are required to have signage that reads, "THESE PRODUCTS ARE HOMEMADE AND NOT SUBJECT TO STATE INSPECTION". Non-potentially hazardous foods would include jams, jellies, fruit syrups, breads, fruit pies, cakes, cookies, etc.

- Vendors providing samples of their products must comply with the rules governing market sanitation and health issues: <http://bit.ly/1JtNkos> / <http://bit.ly/1fE3CDv>

## ZERO WASTE FARMERS MARKET - VENDOR ROLES, RESPONSIBILITIES AND REQUIREMENTS

The NEFM strives to be a Zero Waste market. Zero Waste means all materials are reused, recycled, or composted, resulting in no waste being sent to the landfill/incinerator.

The market requests vendors to do their part to support our zero waste goal. NEFM prohibits the use of styrofoam and encourages everyone to reduce, reuse, recycle, and compost.

Immediately consumable foods (such as prepared food, samples, etc.) are required to be served on compostable products (i.e. paper, cardboard, and BPI certified compostable products).

### Vendor Requirements:

- All prepared food vendors and vendors who sample food at the market must use compostable foodservice ware:
  - Compostable products include paper plates, cups, bowls, napkins, wooden toothpicks, cardboard, straws, etc. (NO styrofoam or plastic insulation or lining)
  - Compostable products include bio-based plastic products such as utensils, clear cups, hot cup lids.  
\*Any bio-based product must be certified compostable.
- Vendors must sort all waste generated from their stalls appropriately into recycling, compost and trash bins.
  - Vendors are responsible for training all people working in their stalls on recycling and composting rules.
  - Compostable material should be collected in paper bags or certified compostable bags, not in regular plastic bags.
  - Any waste containers provided by a vendor should NOT be accessible to customers. Vendors should direct customers to the nearest waste station instead.

### Purchasing Supplies:

Locally, Litin Paper and Falk Paper stock biodegradable "plastic" wares made from corn starch.

See a full line of supplies here:

- <http://www.ecoproductsstore.com>
- <http://www.worldcentric.org/>

Where did you purchase your compostable items?

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What brand of compostable items are you using?

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What type of compostable items are you using?

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Thank you for making the Northeast Farmers Market a zero waste market!

## NEFM AGREEMENT AND RELEASE WAIVER

By signing this agreement I, \_\_\_\_\_  
please print name above

- Authorize the Northeast Farmers Market to use information I have provided in this application and photos that may be taken of me or my stall area during the season to promote the market or my participation at the market;
- Authorize a designated agent of the Northeast Farmers Market to enter and inspect my greenhouse(s), garden(s), farm(s), or other place(s) of production at any time in order to assess the accuracy of the information provided in my application or to determine if I am in compliance with the Northeast Farmers Market Rules of Operation (failure to allow inspection upon demand may cause you to forfeit your stall);
- Guarantee that I will not sell goods at the market that I have purchased, bartered for, been given, or otherwise come into possession of, but have not produced myself unless the Northeast Farmers Market Board of Directors have approved my request to sell such products as a food market distributor, and I have received a Minneapolis Market Distributor License; (Selling goods that you have not produced, for which you have not been approved, or for which you have not received proper licensing may cause you to forfeit your stall);
- Acknowledge I have read, understand, and agree to abide by the Northeast Farmers Market Rules of Operation;
- Warrant that to the best of my knowledge the information I have provided in this application and in any attachments made hereto is accurate, that my business is fully compliant with all relevant federal, state, and local regulations, and that I have applied for and obtained any necessary permits, licenses, and insurance required to conduct business at the Northeast Farmers Market;

Furthermore, by signing below,

- I and hereby release, forever discharge and hold harmless the Northeast Minneapolis Farmers Market, the Northeast Business and Area Coalition, the City of Minneapolis, and their successors and assigns, from any and all liability, claims and demands of whatever kind or nature, which arise or may hereafter arise from or in connection with my participation in the Northeast Minneapolis Farmers Market. I take full responsibility for my rented stall space at the market, my equipment and supplies, and all products that I bring to sell at the market.

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Signature of vendor/applicant

Date