



# ALLEN

## NEIGHBORHOOD CENTER

### ALLEN FARMERS MARKET 2017 OUTDOOR SEASON

#### Prepared/Processed Food Vendor Application

Your Name: \_\_\_\_\_

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

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

E-mail: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Preferred method of contact: *E-mail* \_\_\_\_ *Text* \_\_\_\_ *Phone call* \_\_\_\_

Web address/Facebook: \_\_\_\_\_

- Would you like to receive the weekly Market Alert email? Yes\_\_ No\_\_ Already do\_\_
- Can we list you (and display photos) on our website and Facebook? Yes \_\_\_\_ No \_\_\_\_
- If we are unable to accept your participation in this season, would you like to be put on our waiting list so that we may contact you if there is an opening? Yes\_\_\_\_ No\_\_\_\_

#### Fee Structure

##### 1. Prepaid Reserved Booth

Vendors who choose to prepay for the entire 24 week outdoor season will be charged a rate of **\$12.00** per market (\$288 for the season) and will have a spot automatically reserved for those dates. The full prepaid amount is due no later than one week prior to the first market. *New this year:* If you require an **electrical outlet** for your display, the prepay rate will be **\$14.00** per market (\$336 for the season).

##### 2. Pay as You Go (PAYG) Reserved Booth

If a vendor wishes to reserve a space for specific dates, but would rather pay their fee on a weekly basis, each reserved booth/date designated will cost a rate of **\$16.00** per market. *New this year:* If you require an **electrical outlet** for your display, the PAYG rate will be **\$18.00** per market.

You will be able to pick which payment method you prefer when you receive your **Booth Reservation Agreement** after your application has been reviewed and approved. This document will also confirm for which of the dates you've requested below we can schedule you.

**If you are interested in more than one booth space (2 maximum), please check here \_\_\_\_**

## Product

Please briefly describe all of the food items you wish to sell. Feel free to attach a menu, photos, or more details to this application if necessary.

## Availability

Below are the 2017 outdoor season market dates. Please mark each date that you wish to attend.

**Dates will be confirmed on the Booth Reservation Agreement.**

May 17

July 12

September 6

May 24

July 19

September 13

**Herbs and Starter Plants Festival**

**Kid's Festival**

September 20

May 31

July 26

**Apple Festival**

June 7

August 2

September 27

June 14

August 9

October 4

June 21

August 15

October 11

**Strawberry Festival**

August 23

**Tomato Festival**

**Harvest Festival**

June 28

August 30

October 18

July 5

October 25

**The Allen Farmers Market will begin its indoor season on November 1 inside Allen Market Place. Applications for the indoor season will be made available by the end of August.**

## Food Handling/Service Regulations:

Allen Neighborhood Center requires food vendors to be in full compliance with all food service regulations. Inspectors could spontaneously visit the market throughout the season.

## Licenses, Insurance & Certification

Are you required by the State of Michigan to be licensed? Yes No  
**If Yes**, please attach copies of current licenses.

Do you carry general liability insurance or product liability insurance for this business/farm? Yes No  
**If Yes**, please attach a copy of your certificate of insurance.

## Waiver of Liability and Statement of Authenticity:

In consideration for participating as a vendor in the Allen Farmers Market, I assume all risks of injury suffered while on and/or upon the premises of the market and release and agree not to sue the Allen Neighborhood Center, its employees or anyone connected with the Allen Neighborhood Center of any claim, damages, costs, or cause of action which I have or may in the future have as a result of injuries or damages sustained or incurred while on and/or upon the premises of the Allen Neighborhood Center or Allen Farmers Market as a market vendor.

I, the undersigned, have read the waiver of liability and statement of authenticity **as well as the AFM Policy** and both understand and agree to abide by each.

Signed: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

**Please complete and return to:**

**Allen Farmers Market  
1611 E. Kalamazoo St.  
Lansing, MI 48912  
Or email to [juliak@allenneighborhoodcenter.org](mailto:juliak@allenneighborhoodcenter.org)**

**Questions? Call Market Manager Julia Kramer at 517-999-3911.**