



## 2016 NON-PROFIT BOOTH POLICY AND REGISTRATION FORM

The Northeast Farmers Market invites not-for-profit community organizations to the market to share information about their work with the market community.

Please fill out and submit this form along with 100 words or less about your organization.

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Name of Non-Profit Organization

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Contact Name / Phone Number

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Contact Email Address

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Non-Profit Website / Facebook / Twitter

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Type of activity and/or materials will you have at the market

The Northeast Farmers Market provides a 10' x 10' space, tent, tent weights, table and chairs for one scheduled Saturday. Please arrive at 8:30 to begin set-up. The Market Manager will be on site to direct you to your booth.

At your arrival, you may pull your vehicle into the parking lot to unload. After you unload, park on the surrounding Streets or Avenues. No parking is allowed in the parking lot. Please consider keeping 7<sup>th</sup> Avenue and University Avenue open for customers.

The Northeast Farmers Market is open every Saturday, rain or shine, May 21<sup>st</sup> – October 22<sup>nd</sup> from 9:00am-1:00pm in the parking lot of St. Boniface Church. In case of severe weather, the market will cancel. The Market Manager will notify you of a cancellation.

### **Contact Information:**

Sarah Knoss – Market Manager: [sarah@northeastmarket.org](mailto:sarah@northeastmarket.org), 612-387-0527

Please call in case of an emergency, if you are running late, or if you will be absent.

# GUIDELINES FOR NON-PROFIT BOOTH ATTENDING THE NORTHEAST FARMERS MARKET

## **No Fundraising or Selling of Products:**

- You may sign people up for an email list as communication for fundraising.
- You may pass out information about your organization and about future events.
- You may give away items to promote your organization, ie., pencils, bags, etc.
- You may set up activities that are family friendly to engage customers. Please no giving away of candy, food or drink of any kind.
- No fundraising allowed on site.
- No political parties or proselytizing
- No products may be sold at the market by the non-profit.

## **No Sampling of Food**

Our market conducts sampling of the market's farmers, cooking demos and prepared food vendors. We do not allow other types of food sampling from non-profits due to certain health codes.

## **Promoting your Non-Profit**

The Northeast Farmers Market puts out a weekly eNewsletter to over 400 people. A part of this eNewsletter is to introduce the weekly non-profit to our readers. Included in your 150 words or less: social media channels and website along with your organizations mission and vision.

## **Promoting the Northeast Farmers Market**

Although it is not required, we encourage you to help promote the market through your social media channels and share the scheduled date of your appearance at the market.

Twitter: <https://twitter.com/nefarmersmarket>

Facebook: <https://www.facebook.com/NortheastFarmersMarket>

Website: [www.northeastmarket.org](http://www.northeastmarket.org)

Thank you! We continuously inform the public about the market and the great organizations (and people!) that join us every Saturday.

**Release and Waiver.** 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 all products that I bring to sell at the market.

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**Signature**

**Date**