



## 2019 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. Non-Profit Booth selection is at the discretion of the Market Manager and/or Board of Directors

Please fill out and submit this form along with 50 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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Email Address

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Website / Facebook / Twitter / Instagram

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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.

**Contact Information:** Sarah Knoss – Market Manager: sarah@northeastmarket.org, 612-406-8794. Please only call/text in an emergency, if you are running late, or if you will be absent.

### Check Available Dates:

May 18 <sup>th</sup> ___	July 13 <sup>th</sup> ___	September 7 <sup>th</sup> ___
May 25 <sup>th</sup> ___	July 20 <sup>th</sup> ___	September 14 <sup>th</sup> ___
June 1 <sup>st</sup> ___	July 27 <sup>th</sup> ___	September 21 <sup>st</sup> ___
June 8 <sup>th</sup> ___	August 3 <sup>rd</sup> ___	September 28 <sup>th</sup> ___
June 15 <sup>th</sup> ___	August 10 <sup>th</sup> ___	October 5 <sup>th</sup> ___
June 22 <sup>nd</sup> ___	August 17 <sup>th</sup> ___	October 12 <sup>th</sup> ___
June 29 <sup>th</sup> ___	August 24 <sup>th</sup> ___	October 19 <sup>th</sup> ___
July 6 <sup>th</sup> ___	August 31 <sup>st</sup> ___	

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

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 18<sup>th</sup> – October 19<sup>th</sup>, 2019 from 9:00am-1:00pm in the parking lot of St. Boniface Church. In case of severe weather, the market will be cancelled. The Market Manager will notify you of a cancellation.

### **Booth Policies:**

- 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 relevant activities that are family friendly to engage customers. Please no giving away of candy, food or drink of any kind.
- No fundraising/solicitation of donations 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 and licensing restrictions.

### **Promoting your Non-Profit**

The Northeast Farmers Market puts out a weekly eNewsletter to over 1,800 people. A part of this eNewsletter is to introduce the weekly non-profit to our readers. Included is your 50 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. Thank you! You can find us on Facebook, Instagram and Twitter.

**Release and Waiver.** I and hereby release, forever discharge and hold harmless the Northeast Minneapolis Farmers Market from any and all liability which arise or may hereafter arise from or in connection with my participation in the Northeast Farmers Market. I take full responsibility for all materials and equipment that I bring to the Northeast Farmers Market.

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**Signature**

**Date**