



# ALLEN

## NEIGHBORHOOD CENTER

### ALLEN FARMERS MARKET 2016/2017 INDOOR SEASON

#### Prepared/Processed Food Vendor Application

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

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

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

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

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

Which number is best to reach you in case the market is cancelled? \_\_\_\_\_

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

Would you like to receive the weekly email Market Alert? 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/when there is an opening? Yes\_\_ No\_\_

#### Fee Structure

##### 1. Prepaid Reserved Booth

Vendors who choose to prepay for the entire 29 week indoor season will be charged a rate of **\$10.00** per market (\$290 for the season) and will have that spot automatically reserved for those dates. The full prepaid amount is due no later than one week prior to the first market.

##### 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 **\$12.00** per market.

**You will be able to pick which payment method you prefer when you receive your 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.**

**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 2016 outdoor season market dates. Please mark each date that you wish to attend.

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

- |                                      |                                      |                                   |
|--------------------------------------|--------------------------------------|-----------------------------------|
| <input type="checkbox"/> October 19  | <input type="checkbox"/> January 11  | <input type="checkbox"/> March 29 |
| <input type="checkbox"/> October 26  | <input type="checkbox"/> January 18  | <input type="checkbox"/> April 5  |
| <input type="checkbox"/> November 2  | <input type="checkbox"/> January 25  | <input type="checkbox"/> April 12 |
| <input type="checkbox"/> November 9  | <input type="checkbox"/> February 1  | <input type="checkbox"/> April 19 |
| <input type="checkbox"/> November 16 | <input type="checkbox"/> February 8  | <input type="checkbox"/> April 26 |
| <input type="checkbox"/> November 23 | <input type="checkbox"/> February 15 | <input type="checkbox"/> May 3    |
| <input type="checkbox"/> November 30 | <input type="checkbox"/> February 22 | <input type="checkbox"/> May 10   |
| <input type="checkbox"/> December 7  | <input type="checkbox"/> March 1     | (Last indoor market)              |
| <input type="checkbox"/> December 14 | <input type="checkbox"/> March 8     |                                   |
| <input type="checkbox"/> December 21 | <input type="checkbox"/> March 15    |                                   |
| <input type="checkbox"/> January 4   | <input type="checkbox"/> March 22    |                                   |

**The Allen Farmers Market will begin its outdoor season on May 17. Applications for the outdoor season will be made available by the end of March.**

## 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.**