

A Guide to Getting a Community Booth at the Farmers' Market

Whether you want a bake sale booth or community information booth, follow these few steps to ensure you get a booth space during the outdoor season.

All community groups are required to fill out an application. Fill out an application at:

<https://seam.ly/IgPMkLYZ>

- Each group will be awarded only ONE date out of their selections.
- Please provide three dates when applying. Dates will be assigned on a first come, first serve application basis. As mentioned above, you will be awarded one of your requested dates.
- Applications will go live on February 1 and will close on March 1
- When choosing a vendor type, select bake sale, community group, or children's activities.
- Groups will be notified in April after the application cycle closes.

Below is the criteria that groups are required to meet for this type of vendor

- **Community Organization Booth:** is a group that qualifies as a non-profit, charitable, educational, or governmental organization.
 - **Non-profit Bake Sale** – Community organizations can raise funds for their groups by selling homemade baked goods made by members of the group. Reselling of pre-made products is not permitted.
 - **Community Information Booth** – Community organizations can get the word out about their organization at this booth. No selling of items is allowed but organizations can accept donations for initiatives.
 - **Children's Activities** - Groups providing some activity or service for children. These activities must be free or of low cost to participate in. For businesses charging for goods or services, a range of costs will need to be submitted prior to approval.
- **Children's Activities**
 - The following criteria is used to determine whether a prospective Children's Group or Activity is qualified to participate at the Market. All community groups must continue to follow these standards after they are accepted:
 - Priority will be given to qualified non-profit, charitable, educational, or governmental organizations that offer a free service. Businesses that wish to apply need to be aimed at providing children's activities. Market Staff will determine if an organization or business is child-centric to qualify for this type of vendor.
 - For businesses charging for goods or services, a range of costs will need to be submitted prior to approval.
 - Children's groups and activities are permitted to accept donations, pass out information, or free promotional items to promote their organization.
 - Any children's activities involving food consumption, must adhere to all local and state health guidelines. Organizations or businesses must notify market staff at least 1 month before any activity they wish to host that involves food.
 - For any activities where a child could be potentially injured, i.e. jumping rope, yoga for kids, etc. A liability waiver must be signed by a legal guardian prior to participation.

For additional rules and regulations, please see reach out to market staff at 309-434-2295 or email at farmersmarket@cityblm.org