

HADDON HEIGHTS FARMERS MARKET (HHFM) 2018

Vendor Information and Description of Service

Mission

The Haddon Heights Farmers Market opened in October of 2011. The purpose of the Market is to bring fresh and locally grown fruits and vegetables and products to local residents that can walk to the Market, and to surrounding communities. The Mission is to help sustain and preserve Farms in our Garden State and enhance the Town of Haddon Heights and its Business District.

The Market is operated as a Community Event by Haddon Heights in Progress (H.I.P.) every Sunday, May through October. Market Admin. will receive a stipend to plan, manage, and promote the Market. The Market's yearly operating budget is comprised of participant fees and sponsorship contributions.

The Market Rules are the standards by which the HHFM operates. Participants must abide by these Rules; failure to adhere to the rules may result in loss of permission to sell. Repeated last minute cancellations can result in loss of vending privileges and fees paid.

The Market will be open to customers the first Sunday in May and will run every Sunday of the month through October. The last Sunday in October will be the Harvest Fest with Extended Hours TBD. Regular Market hours will be between 9:30 AM to 1:00 PM. The Market is Rain or Shine. The Market Admin. will contact participants in the event of potential dangerous weather.

Market Administration

Joseph Gentile - Title HIP/HHFM Director

Fabian Brown - Title HIP Assistant Director/HHFM Market Manager

George Wise-Title Public Safety Director Karen Bockius - Title PR Director

Vendor Services

Growers sell their farm-grown or farm produced products directly to local customers at the Market. In addition to agricultural products, vendors who operate their own businesses for profit may be granted permission to sell. There are additional opportunities for fundraising,

Market Entertainment and Haddon Height's Business promotion. The number of participants will be determined by the sole discretion of the Market Admin.

Vendors selling one or more of the following products are eligible: fruit, vegetables , herbs, baked goods, dairy products, coffee, drinks, cut flowers, meat, eggs, plants and prepared foods and value added items. Other items for sale will be determined by the sole discretion of the Market Admin.

Vendor selling prepared foods must prepare and serve foods in accordance with all applicable Federal, State and local health regulations, ALL FOODS AND SOLD OR USED IN FOOD PREPARATION SHALL BE FIRST QUALITY AND CONFORM IN ALL RESPECTS TO FEDERAL, STATE AND LOCAL FOOD AND OTHER LAWS, ORDINANCES AND REGULATIONS.

Monthly, Bi-Weekly and Daily Vendors are subject to availability.

Application for Submission of Applications

All vendors returning from the previous year, with no Market fees owed, are given first priority to apply the next season.

New applicants must submit an application but are not guaranteed admission.

Fees and Expenses : There is no fee to submit an application.

Selected vendors will contacted by Market Admin.

The 2018 Market Fees are as follows.

Seasonal Members 10' x 10' = \$ 399.00 (\$ 15.35 per Market) 20 x 10 = TBD
Monthly Members 10' x 10' = \$ 20 per week x # of Markets per Month (\$ 80 or \$100) Bi-
Weekly Members \$ 25 per Market, Daily Members \$ 30

ALL CHECKS SHOULD BE MADE OUT TO:
HIP Haddon Heights Farmers Market
or can be paid by Credit Card through Paypal.

Food vendors are expected to pay a mobile vendor fee to the Camden County Department of Health. All vendors will be required to seek insurance for their Market participation.

If fees are paid in advance and a vendor chooses not to show or a Market Day is cancelled due to inclement weather, fees will not be refunded.

Requirements for Submission

1. A completed, signed application form. Non Profits are required to supply same.
2. Vendors and Non-Profits that are selected shall show proof of insurance and any other Health Department permits.

For Liability Insurance please name as an additional insured:
HIP Haddon Heights Farmers Market
533 Station Avenue
Haddon Heights, NJ 08035

3. All Vendors and Non-Profits agree to confine their services to their assigned 10' x 10' space. No Hawking or Soliciting outside of the assigned space. Market management reserves the right to accept or reject any application that is not in the best interest of the Market. If any Rules are not followed to adhered to Vendor or Non-Profit will not be allowed to return to HHFM ever again. :)

Indemnification of Haddon Heights

Applicants who are awarded opportunities at the HHFM under these specifications shall indemnify and hold harmless Haddon Heights in Progress, and the Borough of Haddon Heights, it's officers, employees, agents and servants from any and all claims, demands, suits, actions, recoveries, judgments, costs and expenses including attorney fees, incurred to suffered on account of property damage or loss and / or personal injury, including loss of life, of any person,agency, servants or subcontractors in the performance of the work described in these specifications. The applicant further agrees that this indemnification by the applicant shall continue after completion if the Haddon Heights Farmers Market season for all claims, demands suits, actions, recoveries, judgements, costs and expenses including attorneys fees resulting from acts or omissions the applicant, it's employees, agents, servants or subcontractors which occur prior to the completion of the season.

Explanation of Review of Applicants and Evaluation

Applications are reviewed for the purpose of finding the specific applicants that are the most qualified to participate in the HHFM. Market admin. reserves the right to reject applications.

3/12/2018

