



BOGERT FARMERS' MARKET – 2017

Bogert Park, South Church Avenue - Bozeman, Montana

Every TUESDAY, June 6 - September 26 (17 Markets)

SELLING HOURS: 5pm-8pm SET-UP: 3:00pm

P.O. Box 2018 Bozeman, MT 59771 * 406.539.0216 * bogertfarmersmarket@gmail.com

Market Regulations & Vendor Contract:

FEE: The fee is NOT refundable.

1. ATTENDANCE:

- **(1) Week (or more) notice is required when you will not be at the Market.**
- A vendor CANNOT give their booth away! ONLY the Market Directors have the right to reassign booths.

2. PARKING:

- The Bogert Park Parking lot is ONLY for our customers, NOT for Vendor parking!
- Ask Market Directors for Vendor parking locations.

3. SET-UP:

- You are responsible for your own display (Tables and chairs are not supplied).
- Vendors are not allowed to arrive at the Market place before 2:30pm. Set-up officially starts at **3:00pm**.
- Enter or Exit the Market Pavilion from the South Entrance only and proceed in a clock-wise direction! Cars are only allowed under the Pavilion to quickly drop off items for your booth, then park and return to set up booth. All cars should be turned off while loading or unloading. Do not park in the middle of the aisles. Be courteous to others that have to get by. Vehicles are not allowed to enter or remain under the pavilion past **4:30pm**. No driving or parking on any grass in the park is allowed without permission.
- Check-in by **4:00pm** (or earlier) with a Market Representative (either in the parking lot or at the Market Booth). Booth spaces will be reassigned to a "walk-in" vendor if this is not done.

4. TAKE-DOWN:

- The Market ends at **8:00pm**. There is NO driving under the Pavilion prior to **8:15pm**, unless permission has been given by the Market Directors. This allows patrons to have time to exit the Pavilion.
- All remaining product must be packed, stacked and tables torn down before bringing in vehicles.
- It is expected for each vendor to sweep and clean up any trash around their selling area!

5. FOOD VENDORS:

- Health Department Regulations at this Market apply to ALL vendors. You are required to fill out a "Farmers' Market Health Form" from the Gallatin County Health Department. After receiving confirmation from the Health Dept., you will be able to register with the Bogert Farmers' Market. Always carry a copy of the form or food service license and make it available on-site at the Market. PLEASE CONTACT the Health Dept. FOR THIS FORM! [Gallatin City-County Health Department @ \(406\) 582-3120](mailto:GallatinCityCountyHealth@montana.gov)
- ONLY recyclable or biodegradable containers, bags, utensils and napkins, etc. are allowed at the Market. You must have a sign informing customers that your containers are recyclable. Absolutely NO Styrofoam!
- Do NOT throw recyclables in the dumpster! Use the available recycle containers. Cardboard should be flattened and stacked next to the dumpster.
- Food Vendors must supply an additional trash can for public use at their booth. This trash should be emptied regularly into the dumpster and NOT into the Market trashcans.

6. OTHER:

- Products NOT produced in Montana must have a sign stating where they came from.
- Dogs are allowed in the park, but have to be on leashes. Vendors that choose to bring their dog and it is disruptive, will be asked to leave.
- "3 STRIKES, you're OUT"– any of the above mentioned that is not followed is considered a strike.



Vendor Registration Form – 2017 FS/FI

PRINT NAME _____

BUSINESS NAME (not required) _____

ADDRESS _____ CITY _____ ZIP _____

BEST CONTACT PHONE # _____ EMAIL _____

CATEGORY & DESCRIPTION OF ITEM(S) INTENDED FOR SALE:

(Example of categories: growers, dinner, artist, crafters, non-profits, kid booth, home-based businesses, etc.)

THIS BOX IS INTENDED FOR THE USE OF THE DIRECTORS ONLY:

**All booths are filled into certain categories with a limited number of booths available for each category.*

**All Booths are 10' x 10' - a maximum of only two vendors can share a booth.*

**Only whisper quiet generators allowed & only upon approval.*

**If electricity is needed you must request this on your form.*

***BOOTH RATES: Electricity Needed: Y/N Additional Cost: \$5/day**

Corner, Entry & Food booths <i>(Please see BFM Layout)</i>	\$30/week
Regular booth	\$25/week
Corner & Entry Food booths- seniors over 65 & non-profits	\$25/week
Regular booth- seniors over 65 & non-profits	\$20/week
Kid booth <i>(5ft space & limited # available) - children 15 and under</i>	\$10/week

PLEASE SIGN & DATE BELOW:

I/we have read and agree to abide by the Bogert Farmers' Market Regulations and Contract.

I/we will make sure that anyone assisting me with my booth will also follow these Regulations and Contract.

I /we agree to treat fellow vendors, customers & Market Directors with respect and courtesy & have fun!

I /we understand that the Market follows the guidelines of the City of Bozeman's zero tolerance for Bullying.

I/we the applicant(s) have read the "Conditions of the Show" above and agree to abide by said conditions. In addition,

I/we, the applicant(s), do expressly release the Producer (Friends of Parks, Bogert Farmers' Market and its staff and volunteers) and the City of Bozeman from any and all liability for any damage, injury or loss to any person, business or property, which may arise from the licensing and occupation of the exhibit space by the applicant(s).

I/we agree to hold and save the Producer and owner of the show sites harmless of any damage, injury or loss by reason thereof.

I/we understand that the fee is not refundable. I/we give permission to use my name, business name, slide/image descriptions, item prices, photographs, videotape, or images of my items or me for any and all purposes.

I/we understand that this Contract is for the safety & success of the Market.

I /we realize that if I do not follow these rules, I am thus, choosing to forfeit my booth!

VENDOR SIGNATURE: _____ **DATE:** _____