

Robbinsville Farmers' Market Vendor Application



All fields are required

Company Name:					
Applicant Name:					
Address:					
	City:		State:		Zip:
Main Phone:			Cell Phone:		
E-mail:					

A Certificate of Insurance (COI) **Must Be Submitted With Application** showing Robbinsville Township – 2298 Route 33, Robbinsville, NJ 08691 as *Certificate Holder*. Minimum limits of \$1,000,000.00

Liability Insurance Carrier:

Policy Number:

Please specify the products you produce and/or make and will be selling at the market:

The applicant agrees to release, indemnify and hold harmless the Township of Robbinsville or Recreation Division from and against any injury to person or damage to property and any other loss, damage, liability, including attorney's fees and expenses incurred by latter entities and their respective employees, agents, volunteers or other representatives arising out of or in any manner relating to the 2020 Farmers Market. By signing, I also agree to abide to the attached Robbinsville Farmers' Market Guidelines.

Name and Signature

Print Name

Signature

Date

Robbinsville Farmers' Market Guidelines

<p>For Farmers, please note this is a Jersey Fresh market and only produce grown in New Jersey is allowed to be sold at the Robbinsville Farmers' Market. You may sell items not grown by your farm, but the items must be grown in NJ. The majority of items sold (at least 75%) must be grown on your own farm. The market manager has the right to prohibit the sale of an item if questionable. Farmers need to be members of New Jersey Farm Bureau and in good standing.</p>	
<p>MARKET FEES: \$50 for entire season Make checks payable to <i>Township of Robbinsville</i></p>	<p>Mail application and fee together to: Recreation Dept./Farmers Market 2298 Route 33 Robbinsville, NJ 08691</p>
<p>MARKET SEASON:</p>	<p>The Robbinsville Farmers' Market runs every Tuesday, July 7 – August 25, 3:30-7 p.m.</p>
<p>LOCATION:</p>	<p>The Shoppes at Foxmoor Plaza Parking Lot, 1095 Washington Boulevard, Robbinsville, NJ</p>
<p>TIMES AND DAYS:</p>	<p>July 7, 14, 21, 28; August 4, 11, 18, 25 The market is open 3:30 – 7 p.m.</p>
<p>BOOTHS AND SPACES:</p>	<p>*The market booth default size is approximately 12'x12'. Farmers are allotted larger selling spaces (as determined by the market manager). Each vendor will be assigned a space for the season. No moving or trading spaces is permitted once spaces are assigned. The goal is to create a market layout that is complimentary to all vendors and the market as a whole.</p> <p>*The market does not provide water or electricity to vendors. Hand sanitizer is encouraged at each vendor space. Bathrooms are available on-site.</p> <p>*Vendors must bring their own pop-up tent/canopy. Set-ups must be windproof, to protect people from blow-overs on blustery days at the market. <u>All vendors are required to have their canopies safely anchored to the ground from the time their canopy is put up to the time it is taken down.</u></p> <p>*Products are to be displayed in a neat and presentable manor. Tables are to be covered and any signage used is to be tasteful and professional.</p> <p>*All vendors must wear shoes and shirts at the Market during market hours.</p> <p>*All vendors must adhere to the <u>NO SMOKING</u> policy. This means no smoking at vendor spaces during market hours.</p>
<p>SITE MANAGEMENT:</p>	<p>During market hours, the market manager directs set-up, and decides any immediate issues affecting the overall market. All inquiries should be directed to the market manager</p>
<p>SET-UP AND TAKEDOWN:</p>	<p>Vendors are not to start setting up their booths before 2 p.m. on market days. Vendors are required to be on site by 2:40 p.m. in order to be set up by 3:30 p.m. when the market opens. Vendors are requested to stay for the <u>entire</u> market day, unless the weather turns especially bad. <u>No Breakdown Is Permitted Until 7 p.m.</u> Vendors are responsible for taking down their set-up, disposing of their own garbage, and leaving their spot as trash-free as they found it. A trash receptacle will be provided for ease of garbage removal.</p>
<p>VENDOR PARKING:</p>	<p>One vehicle may remain with the vendor during market hours. It must be parked behind the canopy set up of the vendor.</p>
<p>FOOD:</p>	<p>Perishable farm products and baked goods must be appropriately packaged and handled, complying with any applicable regulations of the Robbinsville Township Health Department. Hand-held food vendors (foods that are prepared on-site and typically eaten on-site) are welcome at the Robbinsville Farmers market, so that market customers can enjoy eating at the market. Food vendors should have a garbage can at their space for customer use.</p>
<p>PERMITS AND LICENSING:</p>	<p>It is each vendor's responsibility to obtain and maintain any licenses or permits necessary for their particular operation. (E.g. Temporary Food handlers license, Fire Prevention Form). Vendors must comply with all Robbinsville Township Health and Fire Department regulations and licensing requirements. All vendors must follow sanitary and fire code procedures.</p> <p><u>Temporary Food Handlers Permit should be mailed or returned to:</u> Robbinsville Health Department 2298 Route 33, Robbinsville, NJ 08691</p> <p><u>Fire Prevention Form, when applicable, should be completed and mailed to:</u> Brian Johnson – Robbinsville Fire Official 1149 Route 130, Robbinsville, NJ 08691. (609) 259-7814 x110; (609) 977-9818</p>