

# SPRING 2024 OFAM FARMER/PRODUCER VENDOR APPLICATION

## *SECTION 1: MARKET INFORMATION*

- Dates of Market Operation: Sundays between 5/12/2024 and 11/3/2024.
- Hours of Market Operation: We operate from 9:00 a.m. until 1:00 p.m.
- Once accepted by the Market, vendors may participate for the remainder of the season and need not re-apply until the next season.
- Location of Market: MedStar Montgomery Medical Center Thrift Shop Grounds, Prince Philip Drive & Route 108. Our street address is 2801 Olney Sandy Spring Road, Olney, MD.

## *SECTION 2: MARKET APPLICATION PROCESS*

- Application Submission: A complete application package (this form filled out) must be sent via email, mail or dropped off in-person by **3/31/2024**. We encourage earlier return if possible.
- Mailing Address for Applications and Payments: Olney Farmers and Artists Market, P. O. Box 1787, Olney, MD 20830-1787
- Booth Fee: \$450.00 per 10' by 10' space.
- New Farmer/Producer Application Fee: All new Farmers/Producers must pay a \$25 non-refundable application fee.
- Payment Method(s): Checks or cash preferred. Make Checks payable to "Olney Farmers Market".
- Full payment is due by May 1<sup>st</sup>, 2024. Earlier return is preferred. Payment may be mailed to our PO Box 1787, Olney, MD 208320 or dropped off in-person.
- Vendors with an unpaid balance from last season are ineligible to return.
- Contact Janet Terry at [jterrymarket@gmail.com](mailto:jterrymarket@gmail.com) or 202-257-5326 for any questions.
- Farm visits will be made, before any new farmer is accepted. Management also has the right to revisit farms to ensure all vendors comply with the producer-only rule.

## *SECTION 3: TERMS AND CONDITIONS*

- All vendors are required to attend one small group meeting before the season starts.
- Farmer/producer vendors are expected to attend every Sunday for the entire season; please notify us in advance if you expect to miss a market day.
- **Producer-only Market: We are a Producer-only Farmers Market. That means you must only sell what you are growing or producing. There are a few exceptions, but only with Market management approval.**
- Vendors shall conduct themselves in a professional manner.
- Vendors are expected to be completely set up before the Market opens and **MUST** remain on premises until 1:10pm, for safety's sake. The only exception is if there is an emergency, or the Market closes due to bad weather.
- Vendors must comply with all federal, state, and local regulations.
- Vendors will confine items being sold to assigned space.
- Vendors are responsible for conduct of family and friends.
- Vendors may not hawk their wares (in an aggressive manner).
- Vendors must provide garbage receptacles for any waste generated by their wares and **MUST** remove their own garbage. Receptacles provided by the Market are intended for the use of our customers and guests. Hospital Thrift Shop trash receptacles are **NOT** for our use.
- There is no smoking or vaping allowed.
- Vendors must notify Market management 1 week beforehand, if they plan to be absent, except in case of sudden emergency.
- Space reservations will be held until 30 minutes before Market opening. After that time, we have the right to fill the spot.
- All vehicles must maintain a speed of no more than 10 mph on premises.
- No driving on premises during Market hours.
- Leaving early requires permission and an escort from Market personnel.
- No pets are allowed.
- Vendors must comply with all Montgomery County Health Laws.

- Montgomery County law prohibits the use of Styrofoam. The Market also asks that you use recyclable bags, instead of plastic, when possible.
- No refunds.
- Only farmers are permitted to keep their trucks behind their stall.
- Each vendor's booth must prominently display a sign, which clearly identifies the business by the name listed on their application.
- Signs must be professional in appearance.
- Signs must be in place during hours of operation.
- All descriptions of products must be accurate and truthful.
- Each vendor will provide their own 10' x 10' canopy, with weights of at least 25 pounds per tent leg, no matter what the weather. Anyone with inadequate weights may be asked to leave. This is a safety issue.
- The Market reserves the right to terminate the agreement at any time. All terms and conditions shall survive termination.

## ***SECTION 4: RENTAL AGREEMENT***

Name of Grower:

Name of Farm:

Mailing Address:

Landline Phone:

Cell Phone:

Emergency Contact Name:

Emergency Contact Phone Number:

Email Address:

Website:

Type Of Farmer/Producer:

Dairy Cheese Flowers/Plants Baked Goods Eggs/Poultry Vegetables  
Cider Sauces Jam Fruits Honey Meat Other (specify):

Total Spaces Needed:

Staff/Employee Information: Please list all employees (if any) who will be working at the market (anyone designated here is responsible for knowing the Market rules):

By signing this application, I certify that this farm/company produces all goods sold at my stand. I further certify and submit copies of my liability insurance policies in good standing.

Signature:

Date: