



THE CITY OF MARCO ISLAND
FARMERS MARKET
2016-20176
Veterans' Community Park
901 Park Avenue
Marco Island, FL 34145
(Corner of Park Avenue and Elkcam Circle)
Phone: 239-642-0575



November 16, 2016 – April 26, 2017
Wednesdays from 7:30 a.m. until 1:00 p.m.

NON-PROFIT APPLICATION

Prior to your participation in the market, you must submit this completed application form. This application is for review purposes only. Please include a copy of your 501-C3. Your submitted application does not guarantee a space at the City of Marco Island Farmers' Market. You will be notified as soon as possible of your status.

Name of Non-Profit Organization _____

(Please print)
 Contact Name: (Last) _____ (First) _____

Organization Address: _____

City: _____ State: _____ Zip: _____

Telephone: () _____ Cell: () _____

Email: _____

Please provide a brief description and mission statement of the organization: _____

Please describe what you will be displaying or promoting at the market: _____

Date(s) requesting a non-profit space (10x12): (*Limit 1 week per month, until all other requests are fulfilled.)

- | | |
|----------|-----------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |
| 5. _____ | 6. _____ |
| 7. _____ | 8. _____ |
| 9. _____ | 10. _____ |

REQUIREMENTS OF NON-PROFIT ORGANIZATIONS

- Your organization will be responsible for providing your own tent, tables, chairs, garbage collection, and removal. Tents and/or umbrellas must be weighted properly for wind to ensure safety of you and others. We do not supply these necessities.
- Set-up of your booth begins no earlier than 5:30 a.m. You may set up at any time between 5:30 a.m. and 7:30 a.m. After 7:30 a.m., you will not be allowed to maneuver your vehicle through the market. Please be on time upon the start of the market. In the event that you cannot set-up on time, you must park in the parking lot and carry your items to your designated spaces.
- Your organization is responsible for all trash disposals. You will not be allowed to dispose of trash on park property. Violators will be subject to a trash removal fee of \$100.00. [Marco Island Recycle Center is located at 990 Chalmers Drive (corner of Chalmers Drive and East Elkcam)].
- You may request as many dates that your organization desires; however, you will be limited to one week per month, until all other requests are fulfilled. You will be contacted with your market dates upon review.
- 24 hour notice is required for any cancellations. If proper notice is not given, your absence may be considered a 'no show' which may result in the loss of all future dates.
- Non-Profit booths are primarily for distributing informational materials. Donations can be accepted; however, any selling of products (used as a fundraiser only) **must** be pre-approved by the Farmers Market Manager.
- Selling of food items to help promote your organization is prohibited unless you have the proper licensing through the Department of Agriculture and prepared for Health Department inspections.
- You may submit your application via email: smalloy@cityofmarcoisland.com; or mail/drop off to: **50 Bald Eagle Dr. Marco Island, FL 34145.**
- Copy of 501-C3 certification must be submitted with application.

I, the undersigned, have read the entire non-profit application packet governing the City of Marco Island Farmers' Market and agree to adhere to the requirements.

I understand that a manager of the City of Marco Island Farmers' Market reserves the right to limit or discontinue the participation of a vendor at any time and reserves the right to ask that unsuitable or unapproved products be removed.

Signature: _____ Date: _____

FOR MORE INFORMATION OR QUESTIONS
 Samantha Malloy, Community Events Coordinator
 Email: smalloy@cityofmarcoisland.com
 Phone: 239-389-3917

Alex Galiana, Farmers Market Manager
 Email: FarmersMkt@cityofmarcoisland.com
 Phone: 239-389-5196