



## Stockton Farmer's Market 2018 Vendor Information and Application

The Stockton Farmer's Market will be held outside the Campus Center Food Court on Thursdays 10:00 a.m. – 2:00 p.m. from September 13 until November 1, 2018.

**Vendors.** Our core vendors are farmers and primary food producers plus select prepared food vendors. We are seeking to emphasize healthy diets that incorporate fresh, local produce among our campus community, with the goal of invigorating both consumers – by making fresh, local food available – and producers by providing a local direct market outlet. Our target vendors grow and produce staple food items like vegetables, fruit, eggs, and bread. We welcome applications from artisans producing items such as preserves, honey and bee products, fermented products, dairy products, and others as well.

Full Season Vendors:

- Accepted vendors will commit to and prepay for the entire 8-week season:  
\$100/8 weeks for one 10X10 space.

Pop-Up Vendors:

- We will have spaces available for pop-up vendors who commit to and prepay for one or more market days:  
\$15 for 1-day pop-up.

**Legal Requirements.** All vendors must be licensed businesses covered by business liability insurance with a minimum \$1,000,000 policy. The policy must name Stockton University and Chartwells as additional insureds. All prepared foods must be prepared in licensed commercial kitchens – not a home kitchen. Food vendors must provide proof of food preparation in a licensed commercial kitchen.

If you would like to apply and can prove that you meet the legal requirements, please see the attached application. There is no application fee.

Stockton Farmer's Market 2018 Application

Date:

Contact Name:

Business Name:

Address:

Phone:

EIN#:

Location of Business License: \_

Business Email:

Website:

Full Season

Pop-Up - if checked, indicate dates desired

Do you participate in other markets? If yes, provide details here:

Please describe all the products you intend to sell at the Stockton Farmer's Market:

Please describe any sustainable practices you adhere to as part of your business operation:

Anything else you would like us to know?

Send Completed Application to:

MAIL

Caitlin Clarke

NAMS F-001

101 Vera King Farris Dr.

Galloway, NJ 08205

EMAIL

Caitlin.Clarke@stockton.edu

## Vendor Information and Market Procedures

The Stockton Farmer's Market endeavors to bring fresh, local produce to the Stockton Campus Community, with the goals of expanding food options, encouraging healthy eating habits, and improving accessibility to fresh produce for our resident and commuter populations; to support local food producers and farmers; and to support sustainable food production and lifestyle choices.

The market will run for 8 consecutive Thursdays from September 13 until November 1, 2018, 10:00 a.m. to 2:00 p.m. The market is rain or shine.

### I. Vendors

#### A. There are two types of vendors:

1. Agricultural Vendors: Local (within 50 mi) farmers that grow vegetables, fruits, cut flowers, herbs, dairy, meat, or eggs AND/OR produce value added products like jams, salsa, honey from local farm products. This list is not exhaustive. Value added products must be finished off-site in a licensed commercial kitchen.
2. Food Vendors: Food vendors are the primary producers of the items they sell, and should source some of their ingredients, when possible, from local agricultural enterprises. Products sold by food vendors are intended for onsite or offsite consumption and include baked goods, coffee beans, jams, cheeses, fermented products, and prepared foods. This list is not exhaustive. Food vendors will not prepare food onsite. All products must be finished off-site in a licensed commercial kitchen.

#### B. The Stockton Farmer's Market is NOT a venue for reselling of produce or products. Both Agricultural Vendors and Food Vendors are expected to be the main producers of the items they plan to sell. Reselling will not be tolerated. If the majority of a vendor's items are not of local provenance, or are otherwise being resold after purchase on the wholesale market, this will be grounds for dismissal of that vendor.

#### C. The number of vendors will be determined at the discretion of the Market Organizers.

#### D. Student groups and other non-profit groups may be allowed market space as requested to promote their activities as they apply to the goals and general spirit of the market. Entertainment and demonstrations/workshops from these groups are welcome.

#### E. Vendors are expected to provide their own tables, canopies, and canopy weights. We cannot currently supply access to electricity.

### II. Application

All potential vendors must submit an application. Applications are accepted on a rolling basis until the market is filled. Only vendors who meet the requirements specified above will be considered for admission. The requirements are not intended to be restrictive, but to aid in curating a group of vendors dedicated to regenerative agriculture and sustainable consumer practices.

Upon notification of acceptance, the vendor will submit:

1. Proof of business liability insurance (minimum \$1,000,000) naming Stockton University and Chartwells as additional insureds;
2. A Hold Harmless Indemnification and Release Form;
3. If a prepared food vendor, the requisite health department permits and required forms, and;
4. The applicable fee.

Failure to provide these items will be cause for rejection of application.

The Market Organizers may add to the vendor roster at any time as space permits. All applications will be kept for reference should it be determined that the market can accommodate additional vendors.

### III. Fees

There is no application fee. Accepted vendors will be contacted and expected to pay the non-refundable season or pop-up fee, as applicable. The market is rain or shine. In the case that the market must be canceled due to high winds or storm conditions, the fee for that week cannot be refunded. Fees are payable to "Stockton Farmer's Market"

The rate for one 10'x10' space is \$100 for 8 weeks; \$15 for 1-day pop-up. An additional 10X10 space can be reserved for \$50 per 8-week season. There is no fee for student groups or non-profit groups.

### IV. Sustainability Policy

The Stockton Farmer's Market encourages sustainable consumer habits by adopting the following policies:

1. We do not allow the use of single-use plastic bags. No single-use plastic bags will be permitted at the market, unless necessitated by sale of meat or seafood packaged on ice.
2. We discourage the sale or distribution of plastic water bottles; plastic or Styrofoam cups, plates, and take-out containers; or plastic utensils and straws. Compostable, biodegradable alternatives made from wood, paper, bamboo, or corn-based polymers are acceptable alternatives.

Adoption of these practices will encourage the development of sustainable consumer habits such as bringing reusable bags and refillable bottles to market, leading to subsequent plastic waste reduction and lowered carbon footprint. Thank you in advance for adhering to these policies.

Stockton Farmer's Market  
2018 Hold Harmless Agreement/Indemnification and Release Form

Applicants who are offered opportunities as vendors at the Stockton Farmer's Market under these specifications shall indemnify and hold harmless Stockton University and Chartwells, and all their officers, employees, agents and servants from and against any and all claims, demands, suits, actions, recoveries, judgments, costs and expenses including attorney's fees, incurred or suffered on account of property damage or loss and/or personal injury, including loss of life, of any person, agency, corporation or governmental entity which shall arise out the course of or in consequence to any acts or omissions of the applicant, its employees, agents, 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 of the Stockton Farmer's Market season for all claims, demands, suits, actions, recoveries, judgments, costs and expenses including attorney's fees resulting from acts or omissions the applicant, its employees, agents, servants or subcontractors which occur prior to the completion of the season.

I hereby state that I have read, understand, and agree to the following above procedures outlined in this copy of the Stockton Farmer's Market Hold Harmless/Indemnification & Release Form.

Name: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: \_\_\_\_\_

If you have been invited to be a vendor for the 2018 Stockton Farmer's Market please sign and return:

- This Hold Harmless Agreement,
- Proof of your insurance and proof of Stockton University and Chartwells as additional insureds, and
- Health Department certifications and licenses, as applicable.