Lynnwood Farmers Market 2015 Rules & Regulations

The Lynnwood Farmers Market ("Market") mission is to provide our diverse community the opportunity to gather and enjoy fresh, nutritious, regionally grown foods. This Market is run by the City of Lynnwood with the support of community volunteers.

Market Hours
3:00-7:00PM
Thursdays, June 11- September 10
Wilcox Park, 5215 196th ST SW, Lynnwood

Daily Booth Fee
(Non-refundable, due with application):

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<tr>
<td>Bona Fide Nonprofit Organization</td>
<td>$50.00</td>
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<tr>
<td>Business Entities</td>
<td>$500.00</td>
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No Shows: If a vendor does not notify the Market Manager at least 48 hours in advance that they are not able to attend the Market on their scheduled day, they will be charged the full amount of the booth fee.

Operating Rules

- Booth space is 10 feet by 10 feet.
- Vendors must provide own canopy, tables, chairs, signage etc.
- All canopies must meet City of Lynnwood requirements (**CLASS A Flame Spread**) and be secured with approved **weights of minimum of 24 lbs. on each leg**. All booth tarps/canopies must be made of fire retardant materials and must have weights on all four sides. Shades and tarps must be tied down or weighted.
- **YOU MUST CHECK IN AT LEAST 60 MINUTES PRIOR TO OPENING, OR SPECIFIED SPACE MAY BE REASSIGNED.** The Market Manager determines your location within the Market. Specific space location requests will be accommodated when possible, but are not guaranteed. Vendor mix may be changed when the Market Manager feels it is for the good of the Market.
- Vehicles must be removed from the Market area 45 minutes prior to opening; unless vehicles have Management permission to stay within the Market area. Vehicles are not allowed back into the Market area until after close of the Market when Manager reopens the walkways for Vehicles.
- Booth set up is to be completed by 3pm opening.
- No stakes, poles, signs etc. will be permitted to be adhered to the ground or the exterior of the building. Marking or painting on the asphalt is prohibited by vendor.
- **THE MARKET IS A NON-SMOKING AREA.** Smoking will not be permitted in vendor booths or anywhere in the Market area.
- Vendors are required to haul out their own garbage.
- Limited electricity available for vendors at this market for an additional **$10 fee/day**. Arrangements must be made prior to entry if vendor plans to bring a generator.
- The Market is not responsible for loss, damage or safekeeping in vendor booths due to theft, weather conditions, etc.

Questions can be directed to:

**Marielle Harrington, Market Manager**
mharrington@ci.lynnwood.wa.us
425-670-5532

Please send your completed application:

1. Your completed and signed application
2. Your non-refundable application fee
3. Copy of Proof of Insurance naming City of Lynnwood additionally insured (can be mailed at later date – prior to assigned night).

Application Deadline: **May 1, 2015**

**Mail Application to:**

City of Lynnwood
Attn: Lynnwood Farmers Market
PO Box 5008
Lynnwood, WA 98046-5008