



Community Organization at the Market Application

2016 Community Groups/Non-Profits Fundraising Guidelines

- Spaces are approximately 10' x 10'.
- We do not provide equipment. Bring all necessary materials, including a table and canopy. A canopy is not required. If a canopy is used, we require a minimum 25 lb. weight on each corner.
- Arrive on your designated Saturday by 7:30am. The Market hours are 8:00 am to 1:00 pm.
- Non-profit booths are for community outreach. However, we are allowing fundraising sales of tickets, merchandise, and memberships from the booths. Items that compete with Market vendors are NOT permitted (food, produce, jewelry, crafts)
- Organizations out of compliance with general Market guidelines will be asked to leave.
- Please include a copy of your non-profit designation to the application form.
- You are welcome to distribute information about your organization or group, and are encouraged to set up an engaging and attractive display.
- Our priorities include supporting the environment, sustainability, local agriculture, community, health and educational development.
- Community organizations that erect canopies or umbrellas at the market must anchor the canopy or umbrella to the ground from the time it is put up to the time it is taken down. Each canopy leg or umbrella stand MUST be anchored with a minimum of 25# leg weight per leg. Any canopy or umbrella that is not properly anchored must be taken down immediately. Should an insurance claim be made because of a canopy or umbrella, the community organization will be liable for the insurance deductible in addition to any claims.
- The Market retains the right to regulate the time, place and manner of activities relating to displays, signs, posters, placards and other expressions of the interests represented. The use of "fighting words," obscenities, grisly or gruesome displays or highly inflammatory slogans likely to provoke a disturbance will be prohibited by the Market Manager.
- All Community Groups are required submit new Community Groups Registration Forms for 2016
- The Market will only approve the sale of items for fundraising purposes by Community Groups/Non-Profits that meet the criteria of the original intent (Mission Statement) of the Bedford Farmers Market Policies
- These Market Policies were created to allow Community Groups/Non-Profits to sell items to fundraise for their organization, under limited and specific criteria.
- "Nonprofit organizations, including the Market Association, may engage in the resale of items related to (as defined below) or in support of their organizational purposes." "Related to" or "in support of" their organization is defined as: **Only those items that are related to their organization by nature of their being officially branded logo products, will be approved for sale.**
- **Service clubs will be able to sell raffle tickets, entry tickets or give out promotional fliers for their events. The Market will make the determination, as always, whether an item will be approved to be sold for organizational fundraising purposes.**
- In addition, individuals representing organizations may be required to provide proof that the fundraising proceeds are being given directly to the organization on whose behalf the fundraising items have been sold.

Thank you in advance for your cooperation.

Organization Name

First Name

Last Name

Email

Phone

Are you a 501c3 non-profit organization?

Yes No

If not a 501c3, or 501(c) what type of organization are you?

What is your organization's mission, and how does your organization meet the above criteria?

Have you tabled with us before?

Yes No

As a representative of the community organization named below, I have read this agreement and accept its terms and conditions. I understand that all representatives of the organization named below who use a booth at the farmers market must be made aware of and abide by the terms and conditions of this agreement.

Signature of organization representative: _____ Date _____

Printed name of organization representative: _____ Phone _____

Address: _____

Email address: _____