



## Vendor Application Frequently Asked Questions 2023

**Q: Where can I find your application materials?**

**A:** Visit [www.maplegrovefarmersmarket.com/get-involved](http://www.maplegrovefarmersmarket.com/get-involved). Apply through our online portal.

**Q: When and where will the market be held?**

**A:** Markets are located at the Maple Grove Community Center, 12951 Weaver Lake Road, Maple Grove.

**Spring 2023 indoor markets:** Thursdays March 2, 16 & 30; April 13  
3-6 p.m.

**Summer 2023 outdoor markets:** Every Thursday May 11 to October 19.  
3 - 7 p.m. May - September  
3 – 6 p.m. in October

**Winter 2023 indoor markets:** Thursdays November 19 & December 7; Tuesdays November 21 & December 19. 3-6 p.m. Application for these dates will open on August 1, 2023.

**Q: How can I tell if my product is eligible to be sold at the market?**

**A:** The Maple Grove Farmers Market features vendor-grown and vendor-made foods and consumable items. We place a strong emphasis on local farms.

Consumable items such as soap, candles, and personal care products will only be considered if they include a product of the farm (for example, beeswax, goat's milk, herbs.)

The following products/vendors **will not be accepted:** arts, crafts, merchandise, and home distributor-type businesses.

When in doubt, please reach out to ask a staff member about your product's eligibility. Email [farmersmarket@maplegrovern.gov](mailto:farmersmarket@maplegrovern.gov) or call (763) 494-6550.

**Q: Are all applicants accepted?**

**A:** Vendor selection is a competitive process. Returning vendors in good standing with the market are given first priority. Vendors are evaluated using our product eligibility guidelines, space available at the market, and the mix of products already approved for the upcoming season. If you are a new vendor, please contact the market BEFORE you pay for licenses, insurance, or any supplies. We'll review your product offerings and let you know if we are looking for vendors in your product category.

**Q: Can I participate for only part of the season?**

**A:** Yes. As part of the application process, vendors choose the specific dates they wish to attend the market. However, applicants must participate in a minimum three or more markets to be considered. Keep in mind that consistent, regular attendance results in better sales.

**Q: What is the time commitment for vendors on market day?**

**A:** Vendors must plan to arrive at the market between 1:00 p.m. and 2:30 p.m. on market day. No moving vehicles are allowed on the market lot after 2:40 p.m., so vendors arriving after that time will not have vehicle access to their stalls. Vendors may not leave the market lot until closing time (7 p.m. May through September; 6 p.m. in October).

**Q: How much does it cost to become a vendor?**

**A:** First-time applicants are charged a \$25 new application fee. Market fees depend on the size of stall requested. Electricity is billed at \$2.00 per day.

Stall Size	3 – 13 market days	14 – 24 market days
<b>Outdoor Market</b>		
Small Stall Fits one 10' x 10' canopy 18' wide	\$23/day	\$20/day
Medium Stall Fits two 10' x 10' canopies 27' wide	\$28/day	\$24/day
Large Stall First 3 10' x 10' canopies 36' wide	\$36/day	\$31/day
<b>Indoor Market</b>	\$22/day	\$22/day

**Q: What is the application deadline?**

**A: Spring indoor markets:** Priority will be given to returning and completed applications received by Feb 1, 2023

**Summer outdoor markets:** Priority will be given to returning and completed applications received by March 1, 2023.

**Fall indoor markets:** Priority will be given to returning and completed applications received by October 1, 2023.

New applications will be considered throughout the year depending on product and as space allows.

**Q: When will I learn about the status of my application?**

**A:** We will notify accepted vendors on a rolling basis after their application is complete.

**Q: How does the online application work?**

**A:** The application must be completed in one session. You may not save it and come back later. You'll be able to see a list of necessary information and resources prior to beginning the application.

**Q: I have been a vendor at the Maple Grove Farmers Market in the past. Is there an application renewal option?**

**A:** Vendors who participated in the 2022 market season may choose the renewal feature at the beginning of the online application process. If you were not a vendor in 2021, please choose NEW Applicant.

**Q: How do I pay my vendor fees?**

**A:** Vendors will receive an invoice for market fees with a link to pay through our online RecTrac system. Checks and money orders will also be accepted. Spring indoor fees will be due in full by March 1. Summer fees may be paid in full by April 15 or in two installments, April 15 and June 15.

**Q: What is required in addition to application and fee?**

**A:** Vendors are required to provide proof of insurance and may be required to obtain food-related licenses from Hennepin County, the MN Department of Agriculture, or MN Department of Health. Food trucks are required to display proof of annual inspection by the MN Department of Labor and Industry as well as Maple Grove Fire.

**Q: Will I be able to print my completed application for my records?**

**A:** Not immediately. If your application is approved, you'll be able to register your profile so you can go back to see the details at any time. This link will also enable you to request changes to your dates of participation or product lineup, or update your contact information.

**Q: I have never participated in a farmers market. What do I need to know?**

**A:** First, please take time to review the market's website and 2023 Vendor Guidelines. Market staff are also available to answer your questions as you develop your farmers market business.