



## Vendor Application Frequently Asked Questions 2019

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

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

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

**A:** First-time applicants are charged a one-time \$25 new applicant fee if approved to be part of the market. Vendors may choose to participate in some or all indoor markets. Each market day costs \$20. Vendors choosing to participate in all seven indoor markets will receive a \$20 discount (one day free.)

**Q: How large is a vendor stall?**

**A:** Space is very limited in the Maple MAZE lobby, where the market is held. Each vendor will be provided a 6' x 3' table, two chairs, and a limited amount of inventory/staging space. Vendors may also request space for a small freezer or cooler alongside their table.

**Q: How long is the market season?**

**A:** Indoor markets will be held on November 7, November 26 (TUESDAY!), December 5, December 19, March 19, April 2, and April 16. All markets will open at 3 p.m. and close at 6 p.m.

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

**A:** Applicants will receive priority consideration if their *complete* application is submitted by Friday, October 4. Applications are considered throughout the season or until the market is full. (Participation will be limited to 21 vendors per market date.)

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

**A:** Returning vendors will hear from within 10 days of submitting all application materials, and no later than Tuesday October 8.

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

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

**Q: How may I pay my vendor fee?**

**A:** If you are approved to participate, you'll receive an invoice and payment instructions. Payment by check is preferred. You may also call in a credit card payment. Online payment is not available at this time.

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

**A:** Vendors are required to show proof of insurance and may be required to obtain food-related licenses from Hennepin County, the MN Department of Agriculture, or MN Department of Agriculture. If you have

participated in any of our 2019 market dates, your information is already on file and there is no need to re-submit.

**Q: Are all applicants accepted?**

**A:** The market can accommodate up to 21 vendors per date. Priority will be given to applications received by Friday October 4, returning vendors in good standing with the market, and vendors who have concrete strategies for promoting the market and increasing sales. Market management will take into consideration the feedback of our large customer base as we work hard to present the market as an attractive and relevant grocery shopping option.

**Q: What products are eligible to be sold at the Maple Grove Farmers Market?**

**A:** The market features locally-grown, -raised, and –made food and consumable items. The market does NOT feature merchandise, art, crafted items, or independent-distributor products/businesses. When in doubt, please touch base with market staff PRIOR to investing time in your application. Call 763.494.5955 or email [farmersmarket@maplegrovern.gov](mailto:farmersmarket@maplegrovern.gov).

**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 web site and 2019 Rules and Guidelines. Market staff are also available to answer your questions as you develop a farmers market business.

**Q: How many people attend the Maple Grove INDOOR Farmers Market?**

**A:** The market attracts 400-700 shoppers on each indoor market date. Like the outdoor market, attendance can be impacted by weather and other factors. The City of Maple Grove promotes the market creatively and comprehensively through social media, our web site ([www.maplegrovefarmersmarket.com](http://www.maplegrovefarmersmarket.com)), email marketing, text message alerts, signs placed around town, and outreach to local and regional media outlets.