



Open Streets Farmer and Artisan Market
Saturday, June 4, 11am - 3pm (Set-up 9am - 10:30am)

Main Street Shakopee, Shakopee Chamber and Visitor's Bureau, and event partners invite your businesses or organization to be a Farmers Market vendor at the "Open Streets – Downtown Shakopee" event on Saturday, June 4, 11am – 3pm! The goal of this one-day farmers market is to promote local products *and* test the potential success for exploring an expanded, organized Farmers Market in Shakopee in 2017/2018.

Event Description: "Open Streets" is a day we close the streets to cars and open them up for people walking, biking, skating, painting, shopping, eating, and playing! More than a street festival, we're bringing the community together to explore the downtown neighborhood and local businesses. We're promoting active transportation and healthy living, giving residents and visitors an opportunity to rethink our streets as vibrant public spaces!

Partners and Hubs: Open Streets "hubs" are programmed event areas. Hubs include:

- Pop-Up Patio with Grilling and Games - Shakopee Young Professionals
- Live Music and Entertainment Stage - The Pullman Club
- Farmer & Artisan Market – Volunteer Market Partners, Scott Co Public Health
- Community Art Project - Esperanza, JCI Shakopee, Shakopee Diversity Alliance, Shakopee Police Department
- Cycling Central – City of Shakopee Bicycle Advisory Committee
- Active Living and/or Healthy Eating Community Booths by area organizations
- Family Fun Stations – hosted throughout downtown by local businesses

Farmers Market Vendor Guidelines: Please read the following vendor guidelines and agreement carefully. The guidelines and agreement applies to agricultural and home-baked goods (vegetables, fruits, meat, eggs, honey, plants, baked goods, cottage foods, etc) and craft/artisan vendors (no re-sale or commercial products). Market vendors must provide payment of \$25 to the Shakopee Chamber and Visitor's Bureau by Friday, May 27.

June 4 Open Streets Farmers' Market Vendor Guidelines & Agreement

LOCATION AND TIME: Downtown Shakopee, First Avenue between Holmes Street and Lewis Street. Saturday, June 4th, 2016 during "Open Streets" event, sales hours 11AM to 3PM. **SET-UP: 9AM – 10:30AM, Vehicles out by 10:30AM.** Spaces will be assigned, maps/guidance will be provided. Limited electrical spots available by request. Vendors expected to remain for duration of event.

WHO MAY SELL: Vendors may sell products (vegetables, fruits, plants, eggs, honey, flowers, meats, baked goods, crafts, etc.) grown or produced on-farm. Baked goods (bread, rolls, donuts, cakes, two-crust fruit pies and most other baked goods) may be sold, but must be properly wrapped, bagged or boxed. Cream and custard pies, products with custard or cream-type filling or cream cheese frosting, or any other potentially hazardous foods may not be sold. Cottage foods (certain jams, jellies, pickled items, sauces, etc) must follow MN Dept of Ag guidelines: <http://www.mda.state.mn.us/cottagefood>. All the above items must have labels listing the vendors name, address and phone number; and these items must be made by the vendor (not purchased and resold).

FYI - MN DEPT OF AG MARKET VENDOR GUIDELINES:

<https://www.mda.state.mn.us/food/safety/~media/Files/licensing/dairyfood/fm-vendor-guide.ashx>

VENDOR FEE - ONE-TIME PERMIT: Payment of \$25.00 to Shakopee Area Chamber of Commerce for two parking spaces (approximately 10'x10') for the day of the event, rain or shine. You can boost your booth's visibility by becoming a sponsored booth/map sponsor (\$100)!

SALES TAX: If you sell green plants, crafts, or other taxable items as permitted above, you must have a sales tax number (provide on following application) and have documents available June 4. <http://www.revenue.state.mn.us/Pages/default.aspx>

VENDOR AREA: The marketplace is a non-smoking area. Vendors are responsible for keeping the area around their stall cleaned and picked up. You are responsible for providing your own tent, table, chairs, and handwashing station (if necessary).

LIABILITY INSURANCE: Vendors are expected to carry their own liability insurance. The Shakopee Area Chamber of Commerce will not be responsible for lost articles or accidents involving individual vendors, and assumes no liability in connection with any sales by vendors.

MARKET EVALUATION: Please participate in Scott County Public Health surveys provided before, during, and after the event to help us gauge community support and interest in Shakopee farmers market preferences.

MARKETING: Event marketing materials will be provided to you. We invite you to promote the event to your followers utilizing our pre-written announcements. Confirmed vendors will also be featured on the Main Street Shakopee social media pages in advance of the event: <https://www.facebook.com/MainStreetShakopee/>

June 4 Open Streets One-Day Farmer/Artisan Vendor Application

Name of Business or Organization	
Contact Person	
Phone Number	
E-mail	
Products you will bring to the market:	
Booth Size	<input type="checkbox"/> Standard: 10ft X 10ft (\$25) <input type="checkbox"/> Expanded: I need _____ ft X _____ ft (additional \$10) <input type="checkbox"/> Electricity requested. <i>(limited availability - await confirmation)</i>
Please confirm:	<input type="checkbox"/> I carry my own general liability and product liability insurance. Initials _____
Minnesota Tax ID #	

I have read and agree to abide by all the guidelines.

I understand that I am responsible for carrying my own general liability and product liability insurance, and to the fullest extent permitted by law, I agree to hold harmless the Shakopee Area Chamber of Commerce, their officials, employees and volunteers against any and all claims, losses, damages, injuries, causes of action, liabilities, judgements or expenses arising out of my participation in the above said market.

Signature _____

Date _____

Payment to:
 Shakopee Area Chamber
 1801 East County Rd 101
 Shakopee, MN 55379
 Memo line: June 4 Farmers Market Fee

Questions and Information Contact:
 Laura Pecaut, Main Street Coordinator
 (952) 445-1660, mainstreet@shakopee.org

Deadline: Friday, May 27