



# Farmers Market

# Market Manager Renewal Form

For more information on the Farmers Market Program, visit [www.cityofboston.gov/food/farmers](http://www.cityofboston.gov/food/farmers).

## MARKET INFORMATION

Name of Market: \_\_\_\_\_

Organizing Entity: \_\_\_\_\_

(if different)

Address of Market: \_\_\_\_\_

## MARKET MANAGER INFORMATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**MARKET DAY (s)**

(day of the week)

**HOURS OF OPERATION**

**OPENING DAY**

**CLOSING DAY**

## MARKET COMPONENTS

(note those that apply to your market)

- Market accepts SNAP
- Market participates in the Boston Bounty Bucks Program
- Market will feature Educational Demonstrations (ex: soap making, how to change a bicycle tire, herbal tinctures)
- Market will feature amplified music (permit required, must abide by all City noise ordinances)
- Market will feature Food Trucks or Carts (operating permit required)
- Market will feature Food Demonstrations & Sampling (permission from Inspectional Services required)

## SUBMISSION

Submit this form and all  
required attachments to:

Patrick Likely, Office of Food Initiatives  
1 City Hall Square, Room 806 | Boston, MA 02201  
617-635-0722 | [patrick.likely@boston.gov](mailto:patrick.likely@boston.gov)



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### MARKET VENDORS by type

(use additional pages as necessary)

- Fee-exempt vendors (selling only uncut fruits/vegetables, honey and maple syrup cultivated on own property):
- Farm vendors selling local farm products (may include eggs, frozen chicken & meats, prepared foods)
- Vendors selling fish and/or crustaceans
- Non-farm vendors selling packaged or processed foods
- Non-food vendors selling accessory to or related to farm and food products (i.e. lamb's wool, cutting boards)
- Non-food services related to farm and food products (i.e. knife sharpening)
- Non-food nor farm related community organizations (i.e. Bikes not Bombs, Community Servings)
- List of food trucks and/ or carts (must include copy of City of Boston Food Truck Permit or ISD Health Permit)
- Other type of vendor (please explain below)

### Please list each of your vendors

- |           |           |
|-----------|-----------|
| 1. _____  | 16. _____ |
| 2. _____  | 17. _____ |
| 3. _____  | 18. _____ |
| 4. _____  | 19. _____ |
| 5. _____  | 20. _____ |
| 6. _____  | 21. _____ |
| 7. _____  | 22. _____ |
| 8. _____  | 23. _____ |
| 9. _____  | 24. _____ |
| 10. _____ | 25. _____ |
| 11. _____ | 26. _____ |
| 12. _____ | 27. _____ |
| 13. _____ | 28. _____ |
| 14. _____ | 29. _____ |
| 15. _____ | 30. _____ |

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## VENDOR DEMOGRAPHIC INFORMATION

All information is optional. This information will in no way affect the status of your application, and will be collected for the sole purpose of understanding the demographic makeup of farmers' market vendors within the City of Boston.

### Business Owner Information

**Gender**  Male  Female  Other \_\_\_\_\_

**Race/Ethnicity**  White  Black or African American  Hispanic or Latino  Native American or American Indian  
 Asian or Pacific Islander  Other \_\_\_\_\_

**Age** \_\_\_\_\_

**Do you consider yourself to be disabled?**  Yes  No

**Are you a veteran of the U.S. military?**  Yes  No

### Staff Person 1

**Gender**  Male  Female  Other \_\_\_\_\_

**Race/Ethnicity**  White  Black or African American  Hispanic or Latino  Native American or American Indian  
 Asian or Pacific Islander  Other \_\_\_\_\_

**Age** \_\_\_\_\_

**Do you consider yourself to be disabled?**  Yes  No

**Are you a veteran of the U.S. military?**  Yes  No

### Staff Person 2

**Gender**  Male  Female  Other \_\_\_\_\_

**Race/Ethnicity**  White  Black or African American  Hispanic or Latino  Native American or American Indian  
 Asian or Pacific Islander  Other \_\_\_\_\_

**Age** \_\_\_\_\_

**Do you consider yourself to be disabled?**  Yes  No

**Are you a veteran of the U.S. military?**  Yes  No

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## Memorandum of Agreement

This Memorandum of Agreement is made by the City of Boston (the "City"), acting through the Office of Food Initiatives, and the undersigned farmers market manager (the "Manager").

### Relationship with the City

The relationship between the City and the Manager shall be that of an independent Contractor. The Manager shall have no capacity to involve the City in any contract nor to incur any liability on the part of the City. The City shall not be liable for any personal injury to or death of the Manager, its agents or employees.

### Duration

The term of this Agreement will begin on January 1, 2015 and conclude on December 31st, 2015. This Agreement is governed by the specific dates and times as stated on the vending schedule, attached hereto.

### Termination

If the manager wants to terminate Agreement, manager must contact and petition the Office of Food Initiatives in writing FIFTEEN (15) days prior to the requested date of termination. In the event that the City of Boston terminates this Agreement before the end of such term, the City of Boston will not have any obligation to compensate the manager.

### Prohibited Period of Vending

Farmers market vending is prohibited on the premises outside of the dates and times listed on page 1 of this application.

### Trash and Site Cleanliness

Market managers are responsible for maintaining a clean site during and after each market.

### Market Layout

Access/Egress- Market must have sufficient entry and exit points to prevent overcrowding that do not obstruct traffic.

Width of aisles- Aisles should be a minimum of 4 feet wide, to accommodate wheelchairs.

Layout of all market stalls & vendors- All market vendors must be located within the confines of the parcel for which your permit was granted, and meet the above layout guidelines.

### Assumption of Loss and Liability

The Manager shall pay and be exclusively responsible for any expense incurred during the performance of this contract. The Manager shall indemnify, hold harmless, and assume the defense of the City, its officers, agents or employees from all liabilities, suits, claims, losses, and costs or any other damages against them or any of them arising from any act or omission of the Manager, its agents, officers, employees, or subcontractors in any way connected with performance under this Contract.

### Manager as Agent of Market Vendors

The Manager hereby asserts that all its vendors have procured all necessary licenses, permits or other authorizations required by the City, the Commonwealth of Massachusetts or any other governmental agency with proper jurisdiction to participate in the market. The Manager understands that it is the responsible party acting as agent of its market vendors.

### Entire Agreement

This document represents the entire agreement between the City and the Manager. All alterations or additions to the terms and conditions of this Contract must be in writing and signed by authorized representatives of both parties.

\_\_\_\_\_  
Print Market Manager Name

\_\_\_\_\_  
Market Manager Signature

\_\_\_\_\_  
Date

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