

## COMMUNITY GROUP INQUIRY FORM



Thank you for your interest in tabling at the Bloomington Farmers Market! We book community groups for each Saturday and Wednesday evening at our market between June 8- Oct 12, 2024. All activities should be appropriate for an all-age event. Bookings must be done in advance through the market coordinator.

## INSTRUCTIONS AND MARKET RULES

Bloomington Farmers Market's primary purpose is to provide a space for its farmers/vendors to sell and promote their produce and products in a lively, vibrant marketplace. We welcome local community groups to enhance this atmosphere, but must emphasize that the groups' needs are secondary to the needs of the market. Please read the following market rules and sign before filling out the form below:

### COMMUNICATION

- The market coordinator is the point of contact for all community groups.
  - (Preferred) Email: [kramstrom@bloomingtonmn.gov](mailto:kramstrom@bloomingtonmn.gov)
  - Mobile Phone: 612-965-2403

### EQUIPMENT

- Bloomington Farmers Market will provide a 10'x10' tent (may be shared space with another groups depending on availability) and a table. \*Please bring your own chairs.\*
- Groups are responsible for their own signs, materials, and other necessary supplies. We cannot store these items. All group materials must be contained within the 10'x10' space.

### WEATHER

- All events will be held outdoors rain or shine.
- In the event of heavy rain, activities may be moved to a more sheltered space or indoors. This option would be communicated by the coordinator and arrangements could be made through them.

**If there is inclement weather, a member of the market staff will reach out to all vendors and community tables on how to proceed. Please do not leave the market until instructed on how to proceed. If the market is canceled due to weather, the market coordinator will contact you before your scheduled start time.**

### DAY OF INFORMATION

- The Saturday Bloomington Farmers Market is open from 8am-1pm and Wednesday evening market is 5-8 pm. We ask that community groups fully staff their table and **maintain a presence at the market during the full market hours.**
- Groups must check in with the market coordinator before and be fully set up and vehicles moved out of the market space no later than 7:45 am.
- In respect to our vendors, community groups are prohibited from selling, fundraising, or soliciting monetary donations at the market.

### Farmers Market Community Table Policy

Community tables are scheduled in advance through the market coordinator. Final confirmation for community table attendance must take place the week of the market. Once confirmed, if cancellation needs to occur this must happen at least 24 hours in advance with the market coordinator.

Community tables should be set up and ready to go within 15 min of market opening. Vehicles need to be removed and parked outside the market area.

Tables must remain fully staffed and not taken down until the end of the market.

To give all community groups equal access, we reserve the right to limit the number of times to 2 Saturday's and 1 Wednesday evening market throughout the season.

**I have read and understand the above policy and rules.**

**Signature and Date** \_\_\_\_\_



Please fill out the following information to help us determine if your group would be a good fit for our market. Return the signed Instructions and Market Rules and completed form below to the market coordinator at: [kramstrom@bloomingtonmn.gov](mailto:kramstrom@bloomingtonmn.gov)

If you have any questions or concerns, please reach out! We're happy to work with your community group to provide the best experience possible for you and market attendees.

<b>Name of Community Group:</b>	
<b>Main Contact Name, Phone Number, and Address:</b>	
<b>Description of Mission and Values:</b>	
<b>Website or Facebook page:</b>	
<b>Date(s) available between 06/8/24 and 10/12/24 on Saturday's 8 am-1 pm market. Date(s) available between 7/10/24 and 8/21/24 on Wednesday's 5-8 pm market.</b>	
<b>Number of members you'll bring to staff table/activities:</b>	
<b>Have you tabled at a farmers market before? If so, which ones?</b>	
<b>Briefly describe Planned Activity/what you'll do at your table:</b>	
<b>Do you have any special needs we should consider like extra space or tables?</b>	
<b>Anything else you'd like us to consider?</b>	