

# A Guide to Getting a Community Booth at the Farmers' Market

*Whether you want a bake sale booth, community information booth, or to host a children's group or activity follow these few steps to ensure you get a booth space during the outdoor season.*

All community groups are required to fill out an application. Fill out an application at:

<https://seam.ly/2uB1xLKd>

- Each group will be awarded only ONE date out of their selections.
- Please provide three dates when applying. Dates will be assigned on a first come, first serve application basis. As mentioned above, you will be awarded one of your requested dates.
- Applications will go live on February 1 and will close on March 1
- When choosing a vendor type, select bake sale, community group, or children's activities, if you would like to apply for multiple types please select the ones you are interested in.
- Groups will be notified in mid March after the application cycle closes.

Below is the criteria that groups are required to meet for this type of vendor

- **Non-Profit Bake Sale and Community Information Booth Requirements:**
- The following criteria is used to determine whether a prospective community organization is qualified to participate at the Market. All community groups must continue to follow these standards after they are accepted:
- The Market reserves the right to refuse acceptance of any community group that is not in accordance with the rules or mission of the market and to terminate the participation of a community organization who does not comply with these requirements
  - Must be a qualified locally-serving non-profit, charitable, educational, or governmental organization.
  - Fundraising efforts are not permitted at the market apart from pre-approved bake sales, no other items are permitted to be sold by community organizations at the market.
    - Bake sales are only permitted to sell homemade baked goods, no beverages or pre-made items will be allowed to be resold at the Market.
    - Bake sales will not be permitted to provide samples.
    - Bake sale items must include a list of possible allergens on the labels, such as wheat, dairy, nuts, etc.

- Community organizations are permitted to accept donations, pass out information, or free promotional items to promote the organization.
  - As a private event that is open to the public, the Farmers' Market does not allow community groups to petition, publicly protest, and campaign. It is at the discretion of the Downtown Bloomington Farmers' Market to question if a group is engaging in any of these prohibited activities.
- **Children's Activities**
  - The following criteria is used to determine whether a prospective Children's Group or Activity is qualified to participate at the Market. All community groups must continue to follow these standards after they are accepted:
  - The Market reserves the right to refuse acceptance of any children's group or activity that is not in accordance with the rules or mission of the market and to terminate the participation of a children's group or activity that does not comply with these requirements
    - Priority will be given to qualified locally-serving non-profit, charitable, educational, or governmental organizations that offer a free service. Businesses that wish to apply need to be aimed at providing children's activities and aligned with furthering the mission of the farmers' market. Market Staff will determine if an organization or business is child-centric to qualify for this type of vendor.
      - For businesses charging for goods or services, a range of costs will need to be submitted prior to approval.
    - Children's groups and activities are permitted to accept donations, pass out information, or free promotional items to promote their organization.
    - Any children's activities involving food consumption, must adhere to all local and state health guidelines. Organizations or businesses must notify market staff at least 1 month before any activity they wish to host that involves food.
    - For any activities where a child could be potentially injured, i.e. jumping rope, yoga for kids, obstacle courses, etc. A liability waiver must be signed by a legal guardian prior to participation.

For additional rules and regulations, please see reach out to market staff at 309-434-2295 or email at [farmersmarket@cityblm.org](mailto:farmersmarket@cityblm.org)