



# THE CITY OF MARCO ISLAND FARMERS MARKET



**2023-2024**

***Veterans' Community Park  
901 Park Ave  
Marco Island, FL 34145  
Phone: 239-642-0575***

**November 15, 2023 – April 10, 2024**

**Wednesdays from 7:30 a.m. until 1:00 p.m.**

**Please see the City of Marco Island Calendar for all Farmers Market dates**

## **NON-PROFIT APPLICATION**

*Prior to your participation in the market, you must submit this completed application form. This application is for review purposes only. Please include a copy of your 501-C3. Your submitted application does not guarantee a space at the City of Marco Island Farmers' Market. You will be notified as soon as possible of your status.*

Name of Non-Profit Organization \_\_\_\_\_

(Please print)

Contact Name: (Last) \_\_\_\_\_ (First) \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: (     ) \_\_\_\_\_ Cell: (     ) \_\_\_\_\_

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

Please provide a brief description and mission statement of the organization: \_\_\_\_\_

---

---

---

---

Please describe what you will be displaying or promoting at the market: \_\_\_\_\_

---

---

---

---

---

---

---

Date(s) requesting a non-profit space (10x12):

(\*Limit 1 week per month, until all other requests are fulfilled. Requests will be approved based on availability.)

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_  
4. \_\_\_\_\_ 5. \_\_\_\_\_ 6. \_\_\_\_\_

## **REQUIREMENTS OF NON-PROFIT ORGANIZATIONS**

- Your organization will be responsible for providing your own tent, tables, chairs, garbage collection, and removal. Tents and/or umbrellas must be weighted properly for wind to ensure safety of you and others. We do not supply these necessities.
- You may set up at any time between 6:00 a.m. and 7:15 a.m. Be on time upon the start of the market. After 7:30 a.m., you will not be allowed to maneuver your vehicle through the market.
- No vendor parking is allowed in the parking lot. Cars must be parked in the designated Vendor Only parking.
- Non-profit vendors are considered 'Inside Vendors' and will not be allowed to maneuver their vehicles through the market after 7:15 a.m. or before 1:15 p.m.
- Your organization is responsible for all trash disposals. You will not be allowed to dispose of trash on park property. Violators will be subject to a trash removal fee of \$100.00. [Marco Island Recycle Center is located at 990 Chalmers Drive (corner of Chalmers Drive and East Elkcam)].
- We will do our best, but due to limited space and availability we may not be able to approve all requested dates. We will contact you with your approved market dates.
- 24 hour notice is required for any cancellations. If proper notice is not given, your absence may be considered a 'no show' which may result in the loss of all future dates.
- Non-Profit booths are primarily for distributing informational materials. Donations can be accepted; however, any selling of products (used as a fundraiser only) **must** be pre-approved by the Farmers Market Manager.
- Selling of food items to help promote your organization is prohibited unless you have the proper licensing through the Department of Agriculture and prepared for Health Department inspections.
- You may submit your application via email: [npaniccia@cityofmarcoisland.com](mailto:npaniccia@cityofmarcoisland.com).
- Copy of 501-C3 certification must be submitted with application.

I, the undersigned, have read the entire non-profit application packet governing the City of Marco Island Farmers' Market and agree to adhere to the requirements.

I understand that a manager of the City of Marco Island Farmers' Market reserves the right to limit or discontinue the participation of a vendor at any time and reserves the right to demand removal of any products, signage, &/or décor deemed unsuitable for the event from any booth.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **FOR MORE INFORMATION OR QUESTIONS**

**Natasha Paniccia, Assistant Event Coordinator**

**Email: [npaniccia@cityofmarcoisland.com](mailto:npaniccia@cityofmarcoisland.com)**

**Phone: 239-642-0575, Mackle Park**