



**Celebrating our 27th Season
October 22nd, 2022 through May 20th, 2023
Old School Square
Downtown, Delray Beach**

DATES AND TIMES OF OPERATION:

The Delray GreenMarket's 27th season begins on Saturday, October 22nd, 2022, from 9AM - 2PM, and every Saturday for 29 weeks through May 20th, 2023. The GreenMarket will close March 11th, for St. Patrick's Day Festival and April 15th for (Delray Affair). Please complete the Vendor Registration and Contract and return. The CRA/GreenMarket committee will review each application and under the direction of the Delray Beach CRA which maintains the right to approve or deny GreenMarket applications in its sole and absolute discretion. Product eligibility is not a guarantee of approval in the Delray GreenMarket.

The GreenMarket places a deliberate emphasis on fresh locally sourced food products and other agricultural items offered by local farmers, artisan food producers and other products that compliment them.

1. Product Categories:

Farmer/Grower - must provide current PBC Grower's Permit, tomatoes, corn, peppers, lettuce, squash, eggplant, mushrooms, herbs, micro greens etc.

Buy/Sell produce, produce must be locally sourced.

Fruit: Florida citrus, strawberries, blueberries, papaya, watermelon etc. must be locally sourced.

Plants/Flowers/Trees: fresh cut flowers and bouquets, orchids, bromeliads, potted herbs, potted plants, palms, non-invasive bamboo, butterfly bushes, pollinator plants/trees and native plants – no invasive species.

Baker: Fresh baked breads, pastries, cookies, pies, muffins, bagels, gluten free, sugar free, paleo, vegan and vegetarian baked goods.

Dairy: Free range farm fresh eggs (chicken, duck, quail), raw milk, butter yogurt, local and imported specialty cheeses,

Fresh Seafood: **Country of origin label required,** Fresh raw fish and shellfish

Meat & Poultry: **Country of origin label required,** fresh, smoked and cured grass fed and finished beef, free range poultry and humanely raised pork, rabbit etc.

Gourmet – Specialty Prepared Foods: **Must be produced in licensed commercial kitchen,** hummus, spreads, dips, salsas, balsamic vinegar, olive oil, pickled products, marinara sauce etc.

Grains/Nuts/Dried Fruit: roasted and raw nuts, dried fruit, seeds, beans, legumes, rice.

Restaurant/Café: **DBPR license required** barbeque, conch fritters, ceviche, paella, hamburgers, hot dogs, sausages, etc. Vendors must have up to date fire extinguisher in your booth at all times, a fire-retardant tent and if cooking with propane must be compliant with Fire code NFPA 96, Chapter 10.10. The Delray Beach Fire Dept. will perform weekly inspections on your equipment, if you are not in compliance you will be shut down immediately. Three Fire Department violations in one season, may result in expulsion from the GreenMarket.

Confectionary: handmade chocolate or candy.

Other Agricultural Products: upon approval

CBD Products: No CBD vendors, due to a City Ordinance prohibiting the sale of CBD in the downtown core.

NEW POP-IN CATEGORIE:

The GreenMarket will offer up to three 10X10 rotating weekly spaces for vendors who are not able to attend each week or want to test their product for future consideration. Pop-Up vendor space is offered on a first come, first serve basis and all product categories, rules and regulations apply including Product Liability Insurance. Space must be reserved two weeks in advance and paid for (35.00 per Saturday) by debit/credit card or check (dropped off to the CRA office) by Wednesday prior to attending the Saturday GreenMarket.

ALL VENDORS ARE REQUIRED TO SECURE APPLICABLE LICENSES, PERMITS AND PROOF OF INSURANCE

INSURANCE

- 1.) Vendors are required to provide two Certificates of Insurance (COI), the Delray Beach CRA and the City of Delray Beach must be added as Certificate Holder and Additional Insured. **General Liability Insurance – minimum \$100,000.**

Delray Beach CRA, 20 N. Swinton Avenue, Delray Beach, FL 33444
City of Delray Beach, 100 NW 1st Avenue, Delray Beach, FL 33444

- 2.) If you apply under the Florida Cottage Food Industry laws all labeling requirements must be strictly adhered to.
- 3.) Food Permit: If you are operating out of a licensed production facility a Food Permit is required. State of Florida Department of Agriculture (800.435.7352)
- 4.) Mobile Food Permit: This permit is renewable each year and is valid for one or more locations on alternate days for all events in the State of Florida. Department of Agricultural and Consumer Services 850.245.5520
- 5.) All processed foods must be prepared in a licensed commercial kitchen.



Delray GreenMarket
October 22nd, 2022 through May 20th, 2023
Rules & Regulations, Terms & Conditions

VENDOR EQUIPMENT & SUPPLIES

Each vendor is responsible for providing the necessary equipment and supplies to conduct business at the GreenMarket. **The GreenMarket does not loan, rent or in any way supply vendors with plastic bags, cash banks, chairs etc. Tables and chairs provided by the Market are for customer use ONLY.**

All vendors must display professional signage identifying their business name. Signage must remain within the limits of the vendor's selling space.

PAYMENT

Vendors have two payment options either seasonally or half-season, large discounts are provided. If you don't pay, you will not be permitted to set up, no exceptions.

BOOTH SPACE

Each booth space measures approximately 10'x 10'. The GreenMarket Manager reserves the right to assign, limit the quantity of or relocate any vendor's space. Sharing of booth space is not permitted. The subletting of booths is not permitted. If you feel your situation warrants special consideration, please discuss it with the Market Manager.

SET UP, BREAK DOWN, CLEAN UP

Set-up begins at 7:00 AM and must be completed by 8:45 AM

Break down begins at 2:00 PM. **Absolutely no early break downs allowed!**

Vendors are responsible for their own trash. GreenMarket staff will pick up cardboard once daily, boxes must be broken down and stacked for pick-up at 12:30pm. Any boxes you have after the box pick up is complete must go home with you. Vendors are responsible for their own trash. The GreenMarket will charge a clean up fee of \$20 for trash left in booth space. Vendor space must be left clean and free of debris.

VEHICLES

Vendors must arrive on-time, quickly unload your vehicle and move the vehicle to the adjacent free Old School Square Parking Garage and return for set-up. Please be courteous to your fellow vendors. No vehicles are permitted on the front lawn or on the coral/brick sidewalks surrounding the Cornell Art Museum. The east load in/out zone is 8 parking spaces on NE 1st Avenue the west load in/out zone is the circular driveway on Swinton Avenue in front of Crest Theater. Any vendor driving their car on the coral/brick sidewalks can be expelled from the GreenMarket.

PARKING

Vendor parking is on the third and fourth floor of the Old School Square Parking Garage. The parking garage is free until 4pm. **DO NOT PARK in the privately owned parking lot south of the kitty litter.** If your vehicle is too big to clear the garage you may park in the load/unload zone on NE 1st Avenue when available.

DISPLAY & PRESENTATION

GreenMarket Management reserves the right to control the look and visual impact of the GreenMarket site. Vendors are responsible for creating a professional and visually attractive presentation. The GreenMarket Management reserves the right to request improvements in displays if necessary or relocate booth space.

SPECIAL PROMOTIONS & THEMED EVENTS

Vendors are encouraged to participate in and/or augment themed special events that occur throughout the season, as is appropriate.

LATE/ABSENTEE VENDORS

Vendors must call the Market Manager on Thursdays to cancel their reserved space if they are unable to attend the Market on Saturday. In addition, failure to notify the Market Manager of a late arrival could result in your space being assigned to another vendor.

MISCELLANEOUS

The GreenMarket is a non-political program and does not allow distribution of political or religious materials or other unapproved materials. **NO games of chance. NO sale of alcohol. Radios, CD's or sound distractions are prohibited, NO franchises, vitamin supplements, weight loss programs, Kratom, Kava or CBD.**

WEATHER

In the event of inclement weather, the GreenMarket Manager will decide to open the Market or cancel the Market, as well as to close early, or not. If a storm is imminent, call the office on Friday by 4pm 561.276.7511 and the Market Manager will leave a recorded message if the Market is opening or not.

ENFORCEMENT OF RULES

The GreenMarket Manager is responsible for enforcing the Market Rules. Violations will be noted and discussed with the vendor and resolution attempted. Vendors selling prohibited items will be asked to remove those items or to leave the Market permanently. **You may not add additional products without prior GreenMarket approval.** Violations may result in vendor expulsion from the market and forfeiture of all fees paid. If a vendor is removed due to non-compliance to the Rules and Regulations, the Green Market retains the right to collect any or all monies due. Any vendor having a concern with the legitimacy of another vendor's product, conduct or any other GreenMarket matter must file their concern or complaint in writing to nolan@mydelraybeach.com. The Market Manager will make every attempt to address all concerns and reach an equitable solution for all parties involved.



VENDOR PRE-PAY REGISTRATION

*Vendor's receive 11% - 25%
off your rent!*

Pay for the entire season:

Receive 7 free Saturday's for a savings of \$245.

Pay for half the season:

Receive 3 free Saturday's for a savings of \$105.

Name: _____

Address: _____

City _____ Zip code _____

Phone # _____ Electricity ___ Yes ___ NO _____

Rent is \$35.00 per day X 29 weeks = \$1015.

Prepay for season and pay \$770. ___ Check ___ Square

Prepay for ½ season and pay \$402. ___ Check ___ Square

Pre- payed rent must be paid prior to opening day on

October 20th, 2021



**Delray GreenMarket
Applicant Information**

Name:

Business Name:

Email:

License plate numbers:

List the Product Category that you are applying for and provide a detailed description of your products:

VENDOR

Signature: _____

Print Name: _____ Date: _____

INTERNAL USE ONLY – CRA/DELRAY GREENMARKET

Accept _____ Decline _____

Market Manager Signature _____ Date: _____

Comments: _____