

Hello!

We are looking for local growers, bakers, farmers, chefs, artists, musicians, makers, creators, crafters, and non-profit organizations to make our 2017 season absolutely amazing! If you have a talent to show off, a skill to share, homegrown produce, or an amazing handmade product, the KDFM is the place for you!

We are proud of our amazing and unique market, which offers only products grown or crafted by the actual seller. That's right! Our vendors sell only what they produce themselves!

If you are interested in joining our friendly market family, please check out our application and guidelines. We've made changes this year, so read carefully! Vendors will be chosen based first on the type of products offered with priority given to veteran vendors in good standing. Our goals are to offer a variety of products without a lot of overlap while opening our market to new participants. Qualified vendors who commit to participate each Saturday along with at least half of the Midweek Markets will get the first available spots and any remaining spaces will be assigned to those vendors who plan to participate on a more periodic basis.

Our application due date is March 31, 2017. Applicants who apply by this date will be given special consideration for any available spaces and will be notified by April 7, 2017, if they have been selected for participation. We will continue to accept applications after the due date. A brief review process will take place for any application submitted after the due date. Prospective vendors will be notified about their participation shortly thereafter. This process usually takes 3-5 days.

The 2017 market season begins on April 29 and continues through October 7.

Thank you!

Adrienne Akers Partlow
Market Master & Manager
Kokomo Downtown Farmers' Market

2017 General Policies and Operating Procedures for All Participants

The Kokomo Downtown Farmers' Market (KDFM) and Makers' Art Market (MAM) are overseen by a board of directors to provide the markets for the community to enjoy the wares of the participating vendors. The board of directors has adopted the following rules and regulations and at any time, it may amend, delete, or modify its policies, rules, and regulations. To promote the market to the community, all participants in the KDFM and MAM will behave towards market customers, board, staff, and volunteers in a professional manner that fosters a sense of market community, camaraderie, and a spirit of cooperative involvement. Vendors will be required to sell their products at the KDFM at a fair market price. The markets are intended to showcase locally grown and homemade products.

1. Time and place:

- *KDFM runs 9:00am – 1:00pm each Saturday beginning April 29.
- *KDFM Midweek Market 4:00pm – 7:00pm every Wednesday from June 14 – August 16.
- *MAM runs from 9:00 – 1:00 every second Saturday beginning May 14.
- *The Saturday markets are located in the city parking lot at Mulberry and Washington Streets in downtown Kokomo, Indiana. The Midweek Market will be on the first floor of the parking garage downtown on Sycamore Street.
- *On Saturdays, all vendors should be ready for business by 9:00am. Tear down should not start until 1:00pm. On Wednesdays, vendors should be ready by 4:00pm and tear down should not start until 7:00pm.
- *All vendors MUST BE checked in 30 minutes before market start time at the latest.
- *Those vendors who pay weekly should do so in the morning before the market opens.
- *Vendors have one hour for set up and one hour for tear down, unless prior arrangements have been made.
- *Once days have been committed to no-shows are not excused, except in the case of an emergency. Please contact the market master as soon as possible to explain any unplanned absence.
- * All vendors have one unexcused absence given up to 72 hours prior to market opening. More than one will result in the vendor being charged \$15 for each missed market. Please call 765-210-8235 or e-mail info@kokomofarmersmarket.com immediately if you cannot attend for any reason.
- *The market is cancelled only by the market master. On your application, please specify the best way to contact you in case of market delay or cancellation. Strong wind, lightening, or a weather warning affecting the market location are possible causes for cancellation.
- *The market is open rain or shine and vendors may not leave until 1pm unless given permission due to illness, emergency, or hazardous weather conditions.**

2. Makers' Art Market

The Makers' Art Market will be held on the second Saturday of each month, beginning on May 14. During the remaining weeks of each month, we will hold open 25% of our vendor spaces for makers who are interested in participating in the market more regularly. This allows us to maintain our status as a true farmers' market with a ratio of 75% food:25% handmade items. The assignment of maker vendor spaces will be on a first come, first serve basis with those vendors in good standing who have participated in the past, those who submitted their applications by the due date, and those who are willing to pay ahead and commit to attending, getting their first choice of dates. These

are highly sought after spots; if you are interested in one of them, please get your application materials submitted as soon as possible.

3. Annual membership dues, weekly vendor fees, application:

There will be annual membership dues of \$35 to be paid before the first day of participation in the market. MEMBERSHIP IS MANDATORY TO SELL AT THE FARMER'S MARKET AND THE MAKERS' ART MARKET. The membership fee is non-refundable. This fee also allows vendors to participate in other special events we may be invited to.

2017 Vendor Fee Schedule

Each vendor space costs \$20 per week. Vendors who would like to set their dates and pay ahead for the entire season **before** their first day at the market will receive a \$5 per day discount. For an additional \$25, these vendors may participate in all of the scheduled Midweek Markets as well. Produce vendors can set their dates and pay ahead **each month** to gain the \$5 discount. All checks should be made to Kokomo Downtown Farmers Market or KDFM We do not charge any fees to musicians, demonstrators or speakers.

Any payments made by a vendor **on or after his or her first day** will be charged \$20 a Saturday. Pay-as-you-go vendors are still required to commit to specific dates before their first market day. The only exception will be vendors who grow vegetables or plants as a majority of their products. They are able to set market dates a month in advance.

We ask for advance commitment to dates to help assist us with planning for space, marketing, filling the market each week with activities and themes, and to ensure our 75% food:25% craft ratio.

*A completed application **MUST** be turned in before vendor is considered for the 2017 season. Incomplete applications will not be accepted.

*If a vendor is behind in payment for three or more market days, token reimbursement will be retained as payment for participation dates.

4. Featured vendor

We are offering featured vendor weeks to all of our vendors (KDFM and MAM). The feature week includes free vendor fees for that week and promotion on our website, as well as on Facebook, Twitter, in our various print articles and advertisements, and the weekly events calendars in our local newspapers. In return, we ask that each weeks' featured vendor create some sort of informational poster, brochure, handout, or presentation that explains what the vendor does, what his or her process is, how the farmers' market contributes to their farm or business, and any other information the vendor would like to include, along with pictures from their farm, garden, studio or workshop. Adrienne will help vendors create these materials.

Featured vendor dates are first come, first serve with makers getting the feature spots on second Saturdays. If you would like to be a featured vendor, please choose three dates that will work for your needs and note them on your application in the appropriate spot. You might think about when your main crop usually comes in and choose dates around this time. We will work to get everyone their first choice dates, but cannot guarantee this will happen.

5. What can be sold?

*The following is an example of the types of goods may be sold at the market: local produce; baked goods; meats; eggs; jellies, preserves, jams, and butters; prepared foods; potted, fresh-cut and dried flowers; potpourri; fresh and dried herbs, as well as products using natural herb extracts; bedding and foliage plants; trees and bushes; honey; flour and ground grains.

*Handmade items such as artwork, jewelry, crafts, soap, candles and pottery are also permitted.

***All items must be locally grown or locally handmade.** Local is defined as within 50 miles of Howard County.

*For processed foods, if you have any questions about licensed facilities or other requirements, please call the Howard County Health Department. The Howard County Health Department is the ruling body on food processing and selling requirements at the Kokomo Downtown Farmers' Market. Their phone number is 765-456-2437. If a vendor does any sampling of processed or non-processed items from their booth, all Health Department rules and regulations apply. The sale of food items requires proper labeling, which must contain: product name, preparation site, ingredients, net weight and price. If selling goods by weight, the producer must have a legal produce scale, which is subject to inspection by the County Department of Weights and Measures. Egg sellers must maintain an egg license from the Indiana State Egg Board.

6. Who can sell?

The market board of directors reserves the right to deny access to the market for any reason that detracts from the intent of the market atmosphere. Additionally, the board reserves the right to limit how many vendors will be allowed to sell the same type of product. A waiting list may be made to accommodate an overabundance of specific products.

Produce vendors are encouraged to attend producer meetings starting in January and continuing monthly if necessary or desired to strategize plantings for maximum market sales. Working together to schedule will help us ensure plentiful and diverse offerings for our shoppers as well.

*Only vendors living in Indiana will be considered, and a local vendor with local product will have precedence over others who are located farther away.

*The KDFM will maintain a 75% food to 25% crafts and art ratio in efforts to maintain a true farmers market.

*To be considered a food vendor a majority of products must be food-related. MAM vendors cannot sell food items.

*Only one business per stall is allowed. A group of businesses may not join forces in one tent for profit unless volunteering or doing demonstrations for community involvement.

*Vendors may co-op products with local producers who do not attend our market as long as there is no one at our market producing the product in question. For instance, if a KDFM vendor knows a cheese maker from another local market who would like to sell at our market but cannot get here each week, the KDFM vendor can bring and sell that vendor's cheese at our market as long as the cheese is locally made and there is no other vendor trying to sell their own cheese. If another vendor is later approved to sell their own cheese at our market, the previous vendor must stop trying to sell the cheese from the producer who does not attend our market. No vendor may sell only items from other growers or producers; these items must be in addition to a vendor's own products. All co-op items must be approved by the market master before a vendor offers them for sale.

7. Booth Set Up

*Vendors may arrive at 8:00 am on Saturdays. If an earlier time is needed, please check with the market master to make arrangements.

***Sales should not start until 9:00am.**

*All vehicles must be removed from area by 8:30 am, unless the vendor has made a prearranged agreement to sell from their vehicle. We ask that each vendor be considerate, and unload their vehicle quickly, and then park it.

***ALL VENDORS ARE REQUIRED TO BE CHECKED IN BY 8:30AM TO ENSURE A PROFESSIONAL OPENING TIME AND FOR VENDOR FEE COLLECTION.**

***ALL TENTS MUST BE WEIGHTED PROPERLY! IF YOU FAIL TO BRING WEIGHTS OR TIE YOUR TENT DOWN, YOU WILL BE ASKED TO LEAVE FOR THAT DAY'S MARKET. Thirty pound weights for each leg are suggested.**

*All participants who have submitted an email address will receive a weekly lot set up email from Adrienne. The email will show each vendor's assigned space and include any special information for the week. Please read these emails to stay in the loop.

*Every effort is made to provide the same booth space for each vendor every week. Those vendors that commit to being at the market every week or nearly every week, should be able to stay in the same space all season barring anything unforeseen. Those vendors who participate more periodically are sometimes able to maintain the same space, but should expect to be moved around a little bit.

8. Tear Down

*Vendors should not begin tear down until close of the market.

*Tearing down your tent any sooner must be approved by the market master. This rule will be enforced to ensure a professional market place.

*When entering and leaving the market, please be considerate of pedestrians.

9. Vendor booths

*Booths are assigned ahead of time and are approximately 12' x 12'. If the vendor exceeds past the 12' x 12' area, he/she will be charged accordingly. The front legs of vendor tents should be on the ends of the parking lines, they should not stick out or be recessed.

*No stakes, poles, signs etc. will be permitted to be adhered to the ground or the exterior of any building; these items should only adhere to vendor equipment.

*All vendors are required to have a tent or umbrella for their booth. Any other forms of displays must be approved by market master.

*All regular trash must be put inside a designated trash container.

*No dumping of chemicals, hay/straw, ashes, grease or foreign items is allowed on the property.

***ALL TENTS, AWNINGS, AND UMBRELLAS MUST BE SECURED WITH WEIGHTS. IF YOU FAIL TO PROPERLY WEIGH DOWN THESE ITEMS, YOU WILL BE ASKED TO LEAVE.**

10. Community-Supported Market Baskets

All KDFM vendors are invited to participate in our unique CSM program which offers patrons the chance to purchase a subscription to our market baskets. We offer the produce-only Farmers Friend along with a Full Market basket which is loaded each week with a variety produce, baked goods, meat, maple syrup, honey, and handmade items. The market master works closely with all vendors to find the best priced, freshest, and most highly sought after items for the baskets each week. We try to include one makers' item in every Full Market basket along with the edibles.

To participate, vendors must be willing to provide a 20% discount on the items the MM buys from them for the baskets. In return, participation ensures guaranteed sales, promotion, and advertisement which helps grow your business. All reimbursements for provided items occur one week following each basket. If you would like to participate in the CSM program, please check the appropriate box on the application. If you have questions about how the program works, please contact Market Master Adrienne at 765-210-8235 or info@kokomofarmersmarket.com.

11. Weekly Give Away and Tickets

Each week, we provide our patrons with a chance to win an amazing basket of donated items from our generous vendors. Participation is not required, but it is encouraged. The giveaway basket is a great way to get your products into the hands of a customer who might not otherwise have made a purchase from you, and all donations are tax deductible.

To win the basket, a patron must simply make a purchase from any vendor. The vendor will give each purchasing customer a ticket for the drawing. The patron will write his or her name, phone number, and zip code on the ticket and place it in a provided basket or cup. Market staff or a volunteer will make rounds between 12:30 and 12:45 to round up all tickets and donations and a winner will be chosen.

The giveaway is great for patrons, but it also serves the purpose of helping to count and track our collective weekly sales to test the success of any advertising campaigns or special programs we are doing. Please encourage patrons to fill out a ticket, but if they don't want to, please place a blank ticket in your collection cup or basket to mark that sale. These place holder tickets do not need to be marked in anyway. They will be separated and reused.

12. Credit Card Sales

Among the perks of membership and participation in the KDFM is the ability to accept credit and debit card payments without having your own card reader and without having to pay transaction fees for each credit/debit card purchase. You may use your own equipment if you would rather, but we do offer ours for all vendors.

If a patron visits your booth and would like to use a credit card, you can direct him or her to the market tent. There, we will swipe the card for the patron's specified amount and give the patron **green \$5 wooden** tokens in exchange. These tokens spend like cash and you will need to give any change due back to the patron. All tokens must be collected and all transactions recorded and returned at the end of each market day for reimbursement. Market master will issue payment for all tokens one week following the market at which they were collected.

Please note that tokens may not be used for vendor payments. However, if a vendor is behind in payment for three or more market days, token reimbursement will be retained as payment for those participation dates.

13. SNAP, WIC Farmers' Market Nutrition Program (FMNP), and Senior Farmers' Market Nutrition Program (SFMNP)

In addition to accepting credit/debit cards, the market also accepts Supplemental Nutrition Assistance Program (SNAP) benefits. The system works similarly to credit/debit transactions. Patrons will have their cards swiped and will be issued **red \$1**

tokens in an amount they specify. Again, tokens need to be collected and transactions recorded and turned in at the end of the day for reimbursement. Market master will issue payment for all tokens one week following the market at which they were collected.

THESE TOKENS DO NOT SPEND LIKE CASH. You **may not give change for SNAP purchases.** Additionally, SNAP tokens may not be used on all items; they are good for specific food items only. **Vendors may accept SNAP tokens for ONLY produce, meat, dairy, multi-serving baked items, honey, maple syrup, granola, etc.** SNAP may NOT be used on any foods prepared for consumption at the market, this includes all hot foods, sandwiches, and single serving baked items.

Failure to follow either of these guidelines can lead to us losing our USDA permit to accept SNAP! Vendors who disregard these rules will not be allowed to participate. Please be mindful when accepting tokens.

All farmers are encouraged to apply to accept WIC and SFMNP vouchers as well. Information regarding becoming a WIC producer will be available at the Vendor Meeting on April 13, at 5:30 at 325 N. Main Street.

14. Printed Materials

Vendors are allowed to display in their booths materials that pertain to their products only. Other than the vendor materials, no petitions, or other printed material, political, religious, or otherwise will be distributed or displayed at the market, without approval by the market board of directors.

15. Amplified music and noise

Amplified music, or paging systems, cannot be used by vendors unless approved as designated music for that day. No generators are allowed, unless approved by the market board of directors and are noise rated 75 decibels or quieter.

16. Signage and table cloths

Each booth space must prominently display a sign clearly identifying the farm or business by name and location. Signs must be in place by the opening of the market. All product descriptions must be accurate. All tables need to be covered in some sort of table cloth.

17. Weights, measures, and labeling

All weighing or measuring instruments or devices used for commercial purposes must be certified. This ensures that buyers receive sufficient and accurate information with which to compare quantity and price. Pre-packaged products must be labeled with the quantity and/or amount. Vendors in violation of this policy will be expelled from the market with no return rights. Improper labeling of re-sold product will be considered a violation.

18. Liability

Vendors are REQUIRED to obtain general liability insurance and have copies of insurance on file with the market. The markets are not responsible for any loss or damage incurred or caused by vendors. After shopping around, Adrienne has discovered which agent has the best liability rate offered in town, please let her know if you need the contact information for this agency.

19. Taxes and licensing

All vendors are responsible for paying any taxes and obtaining appropriate licenses needed to do business in the state of Indiana. Please have all necessary paperwork turned in 10 days before your first scheduled market.

20. Inspections

The market master may make, or cause to be made, any inspection of facility or product which may be necessary, and may prohibit the sale of any product which does not conform to legal and stated market standards or meet market requirements. No products imported from outside the USA will be allowed. Market master may also periodically inspect coolers and check temperatures to ensure compliance with regulations.

21. Expected Behavior

*All vendors are expected to conduct themselves, employees, family, friends, children, and pets in an appropriate manner while at the market.

*Pets must be on a leash at all times behind tables or tents out of the patrons' path. All pets must be quiet and show no signs of aggression. At the first sign of aggression or after continuous loud behavior owners will be asked to remove the pet immediately.

*Vendors are asked to keep eye of their children at all times and not let them run freely without adult supervision.

*Alcoholic beverages, drugs, and smoking are prohibited on the market premises. Alcohol is allowed as a product if proper licenses are obtained.

*Any attempts to disrupt the spirit of the market by copying products, radically cutting prices or adopting any unfair practices to the detriment of other vendors will not be tolerated. Violators will be asked to leave the market immediately upon notification by a member of the market board of directors. Admission back to the market may be granted after a review with the market board of directors.

22. Expectations of Vendors as a TEAM:

*Vendors will all be asked and organized to volunteer with set up and clean up one market day during the season and to assist with extra activities offered in the season. All vendors are required to volunteer one day. Please choose three dates you plan to be at the market and would be willing to volunteer 45 minutes before and after regular market hours. We will pick the date that works best and notify you well in advance when your volunteer day is.

*We are all in this market together. We want each vendor to benefit from their participation in the market and at the same time, we want our market to grow and thrive. The only way for this to happen is if we are all mindful and respectful of one another as makers and growers of unique products. We foster and appreciate diversity in our market and we will not allow any vendor to bring products that have not been preapproved or that are "knock offs" of another vendor's work. We understand some people will bring similar products (both food and crafted items); however, we will not allow any vendor to cut in on others' sales by beginning to sell products just like someone else's.

23. Special Events and Important Dates

Each year, the KDFM offers special opportunities and events to vendors and market shoppers. All vendors in good standing are invited to participate in the events. Adrienne may contact you for food contributions for the Farm-to-Fork events. Because these are

fundraisers for the market, we do ask that all vendors provide a 20% discount for items purchased for these events.

January 26—Farmer Planning Meeting
Prospective Vendor Meeting—February 23
Application Due Date—March 31
Vendor Meeting—April 13
April 29—Opening Day
June 2—Strawberry Festival
June 10—Community Supported Market basket program begins
June 14—Midweek Market begins
June 17—Bike to Market
July 8—BBQ at the Market
August 16—Midweek Market closing day
September 16—Last day of Community Supported Market basket program
September 9—Fresh Taste Kokomo (possible)
October 7—Closing Day
October 14—Farm-to-Fork Dinner

24. Agreement

By accepting a vendor space at the Kokomo Downtown Farmers' Market or Makers' Art Market, each vendor agrees to abide by these regulations and to be loyal to the market. Any activity deemed by the board or market master to be injurious to the welfare of the markets, its customers or other vendors will result in a board review and possible expulsion. The market master and board of directors reserve the right to cancel the privileges of any vendor who, in the opinion of the board, has willfully violated the rules and regulations governing the markets. The market master and board of directors will enforce the above rules to protect customers, vendors, and the market.

Please mail completed applications to:

Kokomo Downtown Farmers' Market
c/o GKEDA
325 N. Main Street
Kokomo, IN 46901

2017 Vendor Application

Name _____

Business Name _____

Address _____

Phone _____ Email _____

Website/Facebook page _____

Emergency Contact _____ Phone _____

Can you receive texts? _____ Best way to contact you? _____

Please indicate which market you would like to participate in:

- Kokomo Downtown Farmers' Market: ___ Saturdays ___ Midweek ___ Both
 Makers' Art Market

Business type and products offered (check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> Farm Fruits/Vegetables | <input type="checkbox"/> Nursery Product |
| <input type="checkbox"/> Dairy | <input type="checkbox"/> Bath products |
| <input type="checkbox"/> Meat | <input type="checkbox"/> Craft |
| <input type="checkbox"/> Baked Goods | <input type="checkbox"/> Artwork |
| <input type="checkbox"/> Herbs | <input type="checkbox"/> Science |
| <input type="checkbox"/> Eggs | <input type="checkbox"/> Demonstration |
| <input type="checkbox"/> Fudge | <input type="checkbox"/> Performance |
| <input type="checkbox"/> Prepared Foods | <input type="checkbox"/> Nonprofit |
| <input type="checkbox"/> Music | <input type="checkbox"/> Other (Please briefly specify) |

Is it **necessary** for your vehicle to remain in your vendor space? _____

Place a check by the dates you will be at the market. REMINDER: unless majority of your products are grown, you MUST commit to exact dates before your first day. **No exceptions.**

April	May	June	July	August	September	October
<input type="checkbox"/> 29	<input type="checkbox"/> 6	<input type="checkbox"/> 3	<input type="checkbox"/> 1	<input type="checkbox"/> 2*	<input type="checkbox"/> 2	<input type="checkbox"/> 7
	<input type="checkbox"/> 13	<input type="checkbox"/> 10	<input type="checkbox"/> 5*	<input type="checkbox"/> 5	<input type="checkbox"/> 9	
	<input type="checkbox"/> 20	<input type="checkbox"/> 14*	<input type="checkbox"/> 8	<input type="checkbox"/> 9*	<input type="checkbox"/> 16	
	<input type="checkbox"/> 27	<input type="checkbox"/> 17	<input type="checkbox"/> 12*	<input type="checkbox"/> 12	<input type="checkbox"/> 23	
		<input type="checkbox"/> 21*	<input type="checkbox"/> 15	<input type="checkbox"/> 16*	<input type="checkbox"/> 30	
		<input type="checkbox"/> 24	<input type="checkbox"/> 19*	<input type="checkbox"/> 19		
		<input type="checkbox"/> 28*	<input type="checkbox"/> 22	<input type="checkbox"/> 26		
			<input type="checkbox"/> 26*			
			<input type="checkbox"/> 29			

*Midweek Markets

Please choose and list three Saturdays you plan to participate in the market and are available to volunteer with set up and tear down. We will attempt to make sure everyone's mandatory volunteer date is one of their choosing.

Our website has a section to share information about each of, our vendors. Please list 5 – 7 facts about your business. Include anything special about your products, how your business got started, what your background is, how long you've participated in the KDFM and what the farmers' market means to you.

If you are interested in being a featured vendor this season, please list three Saturdays you would like to be featured. We will work to make sure everyone gets a feature day of their choosing.

Farmers: How do you grow?

- Certified Organic Non-certified Organic
- Conventional (uses synthetic chemicals)

All other vendors: Please list any local or Indiana grown ingredients used in your products:

What makes your products a great fit for the Kokomo Downtown Farmers' Market or the Makers' Art Market?

Please list ALL items you plan to sell at the markets. Vendors will be expected to sell only what is listed. You may add items only after notifying the market master and receiving approval. This application will not be processed without a detailed list of crops and other products you will bring to the markets.

REMINDER: All products sold at the market must be made or grown by you in Indiana.

List names of family members/employees who may sell for you:

Provide copies of all insurance, licenses and permits you currently have to operate your business. These may include: commercial kitchen license, nursery permit, organic certification, dairy permit, health department permits, vendor permits and others.

If you have any questions, please contact Market Master Adrienne at 765-210-8235 or by e-mail at info@kokomofarmersmarket.com.

(Signature/Print)

(Date)

KDFM and MAM Agreement

The undersigned agrees that he/she has read and understood the Policies and Procedures of the Kokomo Downtown Farmers' Market (KDFM) and Makers' Art Market (MAM) and will be able to comply with all of the rules and regulations described. The undersigned understands noncompliance may, at the discretion of the market board result in removal of the activity from the boundaries of the market. The undersigned further certifies that he/she is the responsible person referred to in the rules and that he/she is authorized to 1) execute this application on behalf of the group and 2) accept legal process on behalf of the group. Applicant agrees to defend, hold harmless, and indemnify the City of Kokomo, its officers and employees, the Kokomo Downtown Farmers' Market, Makers' Art Market, its officers and its directors, Ivy Tech Community College, its officers and employees, St. Joseph Hospital, its officers and employees, Howard County Government, its officers and employees, and the Kokomo Downtown Association, its officers and its employees, from and against any and all claims for damages and any or all loss, provided such claim, liability or loss arises in whole or in part by any act of omission of applicant or that of any employee or agent of applicant, and so applicant agrees, irrespective of whether such claim, damages or loss also arose from or were caused by a negligent omission on the part of the Kokomo Downtown Farmers' Market, the City of Kokomo, Ivy Tech Community College, St. Joseph Hospital, Howard County Government, the Kokomo Downtown Association or any of its officers or employees. Applicant has read the KDFM and MAM bylaws regarding the Policies and Operating Procedures for all Participants; Participation and Application; Hours of Market Operation, Regulatory Agencies; Equipment and Services; Fees for 2013 Market Season, and the Section herein regarding applicant's specific area of participation and applicant agrees to conform to the regulations contained therein. Applicant understands that spaces will not be allocated until all of the above documentation is on file with the market master. Future fees will be due and payable according to the payment schedule on the KDFM and MAM Vendor Application. ALL FEES ARE NON-REFUNDABLE. THE MARKET WILL BE HELD RAIN OR SHINE.

Date_____

Signature_____

Print Name_____