

**MONDAY MARKET  
UNDERWOOD, IOWA  
VENDOR APPLICATION**

NAME: \_\_\_\_\_

BUSINESS NAME (IF APPLICABLE): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

DAYTIME PHONE: \_\_\_\_\_ EVENING PHONE: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

SALES TAX PERMIT NUMBER/TAX ID NUMBER (IF APPLICABLE): \_\_\_\_\_

**WHAT WILL YOU BE SELLING AT OUR MARKET? (Check all that apply)**

- |                                    |                           |
|------------------------------------|---------------------------|
| _____ CERTIFIED ORGANIC PRODUCE    | _____ ALL-NATURAL PRODUCE |
| _____ PRODUCE                      | _____ FLOWERS             |
| _____ BAKED GOODS                  | _____ BEDDING PLANTS      |
| _____ ARTWORK                      | _____ CRAFTS              |
| _____ JEWELRY                      |                           |
| _____ OTHER (PLEASE SPECIFY) _____ |                           |

Underwood's Monday Market will be held at the open pavilions, south of UMBA Hall. It will be open from 6:00 p.m. to 7:30 p.m. each Monday beginning June 21<sup>st</sup>.

Vendor Fees: \$5.00 per space per week  
**\$6.00 per space if you need electrical hookups**

Monday Market Contact: Diana Powell 712-566-2959

**PLEASE READ, INITIAL, SIGN AND DATE:**

**NO EARLY SALES**

Market opens on June 21st and runs through September. Hours of the market are 6:00 p.m. to 7:30 p.m. The Market Managers will give the OK for opening the market; no one is to exchange money before this time.

\_\_\_\_\_ **Vendor Initial**

**VENDOR SPACES**

Vendors in regular attendance will have the same stall throughout the season – the Market Manager will assign a stall at the first of the market. Weekly vendors will be assigned open spaces on a first come basis. No one will be allowed to drive in the market after the market opens, so come 30 minutes early to receive a space. **All vendors are encouraged to remain in the market area for the duration of the market time.** The vendor space must be kept clean and free of debris at all times. The use of logo/identification on flags, umbrellas, canopies, displays, signs, and banners thematic to the product and image of the Monday Market is permissible and encouraged. Vendors are responsible for furnishing all their own market supplies including tables, canopies, chairs, and any other supplies needed.

\_\_\_\_\_ **Vendor Initial**

**GENERAL MARKET RULES**

All produce should be washed and sold in clean, open, food-safe containers. Food items **MUST** be displayed up off the ground. All food must be sold by measure or count unless weighed on a state inspected scale and packaged in food grade bags. Baked goods, jams, jellies and candies must be labeled with name, address, phone number and all ingredients in the product. Dumping of products is illegal and will not be tolerated. Vendors selling taxable items are responsible for collecting and paying sales tax on their own. Market Manager should be consulted if any problem arises. The Market Managers' decisions will be final.

\_\_\_\_\_ **Vendor Initial**

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**WAIVER OF RESPONSIBILITY**

For any illness, injury, property damage or loss suffered or sustained by me which is in any way associated with my participation in, travel to and from, or other activities associated with the Monday Market in Underwood, Iowa, I do hereby, for myself, my heirs, my administrators and executors, forever **WAIVE, RELEASE AND DISCHARGE** any and all rights and claims for expenses, damages or other losses which I may have or which may hereafter accrue against Underwood's Monday Market, their sponsors, officers, directors, employees, agents, successors and assigns.

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**CONTAMINATION AFFIDAVIT**

The undersigned vendor states that all food products offered for sale by this vendor at the Monday Market are free of contamination from chemical residues and bacterial sources. The undersigned vendor further states that all pesticides used in the production of items offered for sale by this vendor have been applied in accordance with current rules of the U.S. Environmental Protection Agency, U.S. Food & Drug Administration and the Iowa department of Agriculture.

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**Market Managers request that vendors keep track of sales and report an estimate of sales.**

**Please mail your completed vendor application to:**

**Diana Powell  
25394 – 295<sup>th</sup> St.  
Neola, IA 51559**