



**Farmers' Market at Harvard**  
**Vendor Application 2021, Due March 19<sup>th</sup>, 2021**  
*Operated by Harvard University Dining Services*

*The 2021 Farmers' Market at Harvard will operate every Tuesday starting June 15, 2021 through October 26, 2021, 12-6pm on the Science Center Plaza (1 Oxford St. Cambridge, MA 02138). There will be no market on Tuesday, August 31<sup>st</sup>.*

Farm/Business Name: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Name of Farm/Business Owner: \_\_\_\_\_

Contact info of Farm/Business Owner: Cell: \_\_\_\_\_

Office: \_\_\_\_\_

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

Name of person(s) at the Market each week: \_\_\_\_\_

Contact info of person(s) at the Market each week: Phone: \_\_\_\_\_

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

Farm or Business Website: \_\_\_\_\_

**How often would you like to vend at the market? *Please check one.***

**Every week:** Tuesdays, Noon-6pm, from June 15 – October 26, 2021 \*No market on Aug. 31 due to scheduled event on Harvard's campus\* (19 markets at \$30/ea) \$570.

**Every other week:** Tuesdays, Noon-6pm, from June 15 – October 26, 2020 \*No market on Aug. 31 due to scheduled event on Harvard's campus\* (9 or 10 markets at \$30/ea) \$270, or \$300 depending on the rotation.  
(If selected, you will be matched with a partner vendor with whom you will rotate market appearances.)

**Would you like to apply for additional space?** (There is an additional charge of \$25 per market for each additional 10 X 10' space).

YES

NO

**If you checked YES, please explain why and when you need additional space:**

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**If selected as a vendor, I will be committed to attending all market days during full market hours for the period of my agreement with the Farmers' Market at Harvard to the best of my abilities.**

YES

NO

**Please include a list of products you would be bringing to the market (below or attach separately).**

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**What is the source of the products you will be vending (your own farm/business or from another vendor)?**

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**For processed food items, please indicate where ingredients are from:**

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**The food or ingredients I intend to vend at the market are (please check any/all that apply):**

Certified Organic

Sustainable

Certified Naturally Grown

Not applicable to my food or products.

IPM (Integrated Pest Management)

Dining 65-67 Winthrop Street Cambridge, MA 02138

• [dining.harvard.edu/farmers-market](http://dining.harvard.edu/farmers-market) • [farmersmarket@harvard.edu](mailto:farmersmarket@harvard.edu) • @hudsinfo

By signing and printing my name below, I am certifying that the above information about my food or products is true and accurate.

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

Printed Name: \_\_\_\_\_

How do you plan to transport and store food items safely (handwashing, temperatures etc.)? Or you can attach your Cambridge Board of Health Application documents.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Will you be using equipment that requires power (electrical outlets)?

YES

NO

If yes, what equipment will you be using, and how many outlets will you need? Please be as detailed possible as it impacts our ability to accommodate your needs.

\_\_\_\_\_  
\_\_\_\_\_

Is your business registered to accept the following? (Please circle YES or NO)

SNAP YES NO

HIP YES NO

Farmers Market Coupons (WIC, Senior) YES NO

Do you plan to accept the following at the Farmers' Market at Harvard? (Please circle YES or NO)

SNAP YES NO

HIP YES NO

Farmers Market Coupons (WIC, Senior) YES NO

**A Note about SNAP, HIP and Farmers Market Coupons:**

At the Farmers' Market at Harvard, shoppers' EBT cards are swiped at the Market Manager table for SNAP transactions only. These shoppers are then given SNAP Market Bucks to use as currency throughout the market. Market Bucks are counted and collected at the end of each market, and vendors are reimbursed. It is expected that HIP, WIC and Farmers Market Coupons are accepted as forms of payment by individual vendors participating in these programs.

**What phone number and email address would you like us to list on our website for display to the public?**

Phone number: \_\_\_\_\_

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

**Please list the following, if applicable:**

Facebook Handle or URL: \_\_\_\_\_

Instagram Handle or URL: \_\_\_\_\_

Twitter Handle or URL: \_\_\_\_\_

Newsletter Signup URL: \_\_\_\_\_

**Making a farmers' market successful is a collaborative effort between the vendors and the market management team. If selected to be a vendor, how will you help bring more shoppers to the market? i.e. promote the market on social media/newsletters, mention the market at your retail shop etc.**

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**Due to COVID-19, the Farmers' Market at Harvard wants to ensure that shoppers have the option to pre-order some items. Do you currently offer the following for pickup at market? Check all that apply.**

CSA

None of the above

Online preorder

Other: \_\_\_\_\_

Phone preorder

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**\*PLEASE NOTE: parking is not included and is the responsibility of the vendor. Permits may be purchased for a reduced rate through Harvard Parking (617-496-7827).**

Please submit your application by email no later than Monday, March 19th to:  
farmersmarket@harvard.edu.

We will alert you of our decision by April 1, 2021. Payment due following acceptance to market; please do not send payment or checks with this application!

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