



2024 Market Plans/Procedures

Location, Hours, Season. The Green Tree Farmer's Market in the Park is in Green Tree Park at 895 Green Tree Road, Pittsburgh. The Market will be held, rain or shine, each Thursday with operation hours from 4:00 pm to 7:00 pm May 23rd through October 24, 2024. If severe storms with lightning or high winds occurs this may lead to cancellation.

Market Promotion. The Market will be promoted through roadway signs; business marquees; Borough Website/Newsletter/Facebook, local PEG TV station, Green Tree Greetings, Coldwell Banker's Real Estate Publication, church announcements, Green Tree Library, The Green Tree Times, civic/social/athletic organizations, and other means.

Community Events. The Market will occasionally hold coordinated community events including, but not limited to, live music, civic group presentations, blood drives, cooking demonstrations, etc.

Fees and Spaces. Vendors must erect their tables parallel to their vehicles for shoppers to walk down the middle of the parking lot to reach the vendors. The available positions will consist of between one and four contiguous parking spaces, each approximately 20' x 10.5' with a four-space maximum. The fee per space is as follows:

- ◆ \$20/week One space
- ◆ \$30/week Two spaces
- ◆ \$40/week Three spaces
- ◆ \$50/week Four spaces

When choosing a space size, please note that you must be able to park your vehicle and unload it within the confines of your space. Water will be available on each market day. Electric is available but **cannot** be guaranteed to all vendors. Spaces are limited and there is no guarantee that everyone will receive the number of spaces requested on their application. The Market Committee will assign vendor locations within the market.

Fee Due Dates. All fees must be paid by check, payable to Green Tree Borough. Fees will be collected the first Thursday of every month and must include the entire month to reserve the space. Any NSF check received by the Borough from a vendor will result in the vendor being required to pay all future payments in cash. Cash will be collected on the day of the market by a committee member and a receipt will be rendered. **Any vendor more than four weeks in arrears shall have their participation in the market terminated.**

Participation. To participate in the Market, vendors are required to attend a pre-market meeting. The date, time and location will be announced to those vendors whose application have been accepted. Non-attendance may result in termination of their application.

Choice of Vendors. Vendors will be selected to provide shoppers with an appealing variety of high quality, locally grown or produced agricultural products and foods. However, the choice of specific vendors will be made at the discretion of the Green Tree Farmer's Market Committee. The committee may also add new vendors during the season. Visiting vendors may be invited or fill one or more spaces for the purpose of replacing missing regular vendors. Visiting vendors will be chosen to increase the variety or enhance the mix of products offered at the market.

Termination. The Market may be terminated at the discretion of the Borough Manager.

Deadlines. The application and deposit check (*payable to Green Tree Borough*) equal to four weeks of space rental fees (*see Fees and Spaces section above*), must be returned to the Green Tree Borough office no later than April 26, 2024. Applicants will be notified of the status of their application on or before May 3, 2024.