

Thank you for your desire to perform at the upcoming YLNI Farmers Market. Our goal is not only for everyone to have a positive experience at the market including you, but also to put you in front of a large audience. Therefore, below are the expectations that we have for you:

Location:

The YLNI Farmers Market is located downtown Fort Wayne next to the History Center. The Market encompasses Barr St between Main St and Washington Blvd and Berry St between Lafayette and Clinton.

Arrival:

Prior to setting up, please always check in at the pink market tent located near the blue and white awnings next to the History Center. A market staff person will bring you in the loop of any pertinent information as well as give you any announcements that will need to be read to customers during your set. See map below.

Duration:

The Market is open from 9:00 AM to 1:00 PM. You need to arrive no later than 8:30 AM and be ready to perform by 8:45 AM. So please plan accordingly based on how long it takes you to set up, parking, unloading, etc. If you do not arrive by 8:30 AM and we cannot reach you, we will assume that you are a no show and will contact a backup performer.

Plan to perform up until 1:00 PM.

Announcements:

Before taking your breaks, we ask that you read a couple of announcements that will be provided to you upon check-in. These announcements will consist of but are not limited to: thanking market sponsors, reminding customers of upcoming events, etc.

Weather:

The Market is open rain or shine, snow or ice and so performers are expected to stay as long as the Market remains open. If the performer decides to depart prior to closing due to the weather, the missed time will be deducted from compensation.

The Market Manager will keep a close eye on current conditions should we be forecasted to receive some unpleasant weather. More than likely the market will delay opening. You will be notified via text if the market manager decides to close the market. You are expected to show up and be ready to play until the market is officially cancelled. You will be paid for showing up and being ready to play, but only up until the time that market was canceled. If you choose not to show up at all, you will not be paid at all and may not be rebooked.

Stages:

At this time there are two stages: one on Barr St and one on Berry St. Both have access to power, however the Berry St stage utilizes a generator. Do not assume which stage you will be performing at. Please always check-in first at the market tent. Your space will be 10 ft x 10 ft. You must stay within that space as there will be vendors on either side of you.

Breaks:

Although we prefer that you limit breaks to 15 minutes each hour, we trust that you will use your best judgment. The Market staff will, however, keep track of your breaks, the time you begin to play, and the time you tear down.

Equipment that is provided to you:

The Market will provide a tent to cover you and your equipment and one 100 ft 15 amp power cord.

Parking:

Parking is available on Wayne St west of Barr or in the parking lot next to Cottage Flowers. You may also find parking in Citizen's Square. There are an average of 200 vendors each Saturday so please plan accordingly as finding parking could take some time.

Street Closures:

Berry St at Lafayette will be closed at 7:00 AM to ALL traffic. You can enter Berry off of Barr St up until 7:45 AM. After 7:45 AM you will no longer be able to drive on Berry St.

Barr St will close at 7:45 AM.

If you choose to arrive after 7:45 AM, plan to carry your equipment to your performance spot.

Compensation:

Compensation is \$50/hour up to \$200 total for the day of your performance. If we are able to schedule you for one of your available dates and you successfully perform that day, earnings will be dictated by the following:

- arriving on time by but no later than 8:30 AM,
- being ready to perform at 9:00 AM,
- not taking advantage of breaks, and
- staying to perform until 1:00 PM.

A minimum of a \$25 fee will be subtracted from compensation for:

- late arrival,
- late start, and/or
- long, additional breaks or
- leaving early.

Performance will be at the judgment of the Market staff.

Payment

We will ONLY use Cash App to pay all performers. So long as the Market staff doesn't have any disputes with your arrival/departure time and breaks, you can be paid on the spot before leaving the market. Just be sure to see the Market Manager before leaving.

Market Spread:

In your application, you will choose every date that you're available. Based on your availability and the market's available dates, you will be scheduled for 1 or 2 dates. You will see 'Accepted' next to your scheduled date(s). Email market@ylni.org or message me in Market Spread should a date no longer work.

Clicking +/- next to an 'accepted' date, changes the status of that date and sends a notification to the market. The market staff has to approve every change you make to a date, therefore, clicking the +/- 12 times doesn't change the status back to 'accepted.' Rather it sends 12 notifications to the market. Just an FYI.

W9:

Because you are typically scheduled for multiple dates, you will be asked to complete a W9 and include it with your application so that come tax time, we already have it on file and do not have to chase you down. A performer will not be scheduled without a W9 on file.

Communication:

Please keep an eye on your email as confirmed dates will come via Market Spread. This will also be the best way to communicate with the market.

