



## Entertainment Market Guidelines

Thank you for your interest in participating as Entertainment at the Dubuque Farmers Market. This space is offered at no cost to approved entertainers. This space will be assigned by the market manager. Please read these Market Guidelines carefully. We recommend a copy of these guidelines be made available to those operating your booth.

Please fill out the registration form (the form must be signed) and return it to Dubuque Main Street for approval and date assignment. The Market Manager will call or e-mail you with your date assignment.

1. A designated area is provided for Entertainers free of vendor fees. Entertainers may collect tips, but there is no compensation provided by the market. Entertainers are allowed to have their own music available for purchase.
2. You must notify the Market Manager at 563-588-4400 if you will not be setting up on your assigned day by noon the Wednesday before your assigned Saturday. Any entertainer failing to appear or call will not be rescheduled for the rest of the season.
3. Market hours are from 7:00 a.m. to 12:00 p.m. (May – September), 8:00 a.m. to 12:00 p.m. (October), rain or shine. Entertainers can arrive to market after 6:30 a.m. (May – September) / 7:30 a.m. (October) they must walk their equipment into market. Please have your area cleaned up by 12:30 p.m., as this is when the street is re-opened to traffic. Take any and all trash and/or recycling items with you.
4. You need to provide your own tables, chairs, display, signage, and/or canopy. If it's windy, you will likely need weights to hold the canopy legs down.
5. If you park in a metered parking stall outside of the barricaded area, please be sure to pay the appropriate fee, as the City does enforce meters on Saturday mornings.
6. We limit entertainer's attendance to two dates per year to ensure all interested entertainers can participate. However, there is potential for you to be selected in the event that one of our scheduled entertainers cancels.
7. The Market Manager and Farmers' Market Committee will have final approval on all issues. We want everyone's experience to be fun and educational.
8. Demeanor at Market:
  - No crude or offensive subject matter is allowed (as deemed by Market Staff)
  - No excessively loud or disruptive instrumentation (such as heavy percussion or loud horns)
  - Activities that interfere with Market Vendors' ability to communicate with customers is prohibited.
  - Cooperation with Farmers' Market staff is required.
  - Walkways, loading areas, and other essential space may not be blocked.
  - Must stay within your designated area and be courteous to other vendors' stalls spaces.



### Entertainment Form Agreement and Registration Form

The undersigned Organization agrees to exercise the utmost care in the use of the assigned space in the Dubuque Farmers' Market. The undersigned further agrees to indemnify and hold harmless the City of Dubuque and Dubuque Main Street, Ltd., and their respective agents, officers, and employees, from and against all claims for injury or damages to persons or property arising out of or caused by the use of such property.

**Entertainment Name** \_\_\_\_\_  
**Contact Name** \_\_\_\_\_ **Genre** \_\_\_\_\_  
**Street Address** \_\_\_\_\_  
**Mailing Address (if different)** \_\_\_\_\_  
**City/State/Zip** \_\_\_\_\_  
**Phone** \_\_\_\_\_ **Cell** \_\_\_\_\_  
**E-mail** \_\_\_\_\_  
**Website/Video Link:** \_\_\_\_\_

Preferred Date(s), please prioritize:

Month	Saturday	Saturday	Saturday	Saturday	Saturday
May	6	13	20	27	
June	3	10	17	24	
July	1	8	15	22	29
August	5	12	19	26	
September	2	9	16	23	30
October	7	14	21	28	

I, the undersigned, have received and read the Dubuque Farmers' Market Entertainment Guidelines and agree to all terms and conditions therein.

\_\_\_\_\_  
**Signature** **Date**

**Name – Please Print**

**Please complete and return to**  
 Email: [jpfohl@dubuquemainstreet.org](mailto:jpfohl@dubuquemainstreet.org)  
 Mail or drop off: Dubuque Main Street  
 Attention: Market Manager  
 1069 Main Street  
 Dubuque, IA 52001