



Mt. Lebanon Partnership's 2026 Uptown Market

2026 Application Instructions

Please review the Market Rules and Regulations carefully before applying. Note the insurance and permit requirements outlined in the attached materials. After your application is submitted, the Mt. Lebanon Partnership will notify you if your insurance certificate must name additional insureds for your market assignment.

All vendors must complete the online application in advance.

Paper and mailed applications will no longer be accepted for the 2026 season.

Applications must be submitted through the Mt. Lebanon Partnership website. Incomplete applications will not be reviewed.

Payment is required in advance and must be completed online through the website at the time of application. Vendors will not be permitted to participate in the Market without payment.

Market Fees (2026 Season)

- **Seasonal Vendor Fee:** \$200 for the full 2026 Uptown Market season
- **Single-Day Vendor Fee:** \$20 per individual market day (limited availability)

All payments must be made **online through the Mt. Lebanon Partnership website**. Checks and cash will no longer be accepted.

Additional Application Requirements

As part of the online application, vendors must submit:

- A completed vendor application form
- A farm or product list detailing all items to be sold
- Proof of liability insurance
- Organic certification (if applicable)

The Mt. Lebanon Partnership reserves the right to select vendors based on space availability, overall product mix, and consideration of existing Uptown businesses.



Mt. Lebanon Uptown Market 2026 Rules & Regulations

PURPOSE

The Mt. Lebanon Uptown Market is a weekly Saturday market designed to serve residents and strengthen the Uptown Mt. Lebanon business district by creating a consistent, welcoming public gathering space. The Market provides an opportunity for regional farms and food producers to sell their products directly to the community while supporting local agriculture, preserving farmland and open space, increasing commerce, and enriching quality of life in Uptown Mt. Lebanon. The Market works in collaboration with local partners to promote the Market and the Uptown district.

REGISTRATION & ELIGIBILITY

Farmers and food producers located within the regional area defined as Pennsylvania, Ohio, West Virginia, Maryland, New York, and Virginia are eligible to apply.

All vendors must complete an **online application** in advance, including submission of:

- A completed vendor application
- A product list detailing all items to be sold
- Proof of liability insurance
- Organic certification, if applicable

Mailed or paper applications will not be accepted. Submission of an application does not guarantee acceptance. The **Mt. Lebanon Partnership, sponsor of the Uptown Market**, reserves the right to select vendors based on space availability, overall product mix, and consideration of existing Uptown businesses along Washington Road.

MARKET DATES & HOURS

The 2026 Mt. Lebanon Uptown Market will operate on **Saturdays from May 30 through October 10, 2026**, from **9:00 a.m. to 12:00 p.m.**

Vendors must arrive early enough to be fully set up and ready to sell by the scheduled opening time.

MARKET FEES

The vendor fee structure for the 2026 season is as follows:

- **Seasonal Vendor Fee:** \$200 for the full market season
- **Single-Day Vendor Fee:** \$20 per Saturday (limited availability)



All fees must be **paid in advance and submitted online through the Mt. Lebanon Partnership website** at the time of application. Cash and checks will not be accepted. Vendors will not be permitted to sell at the Market unless payment has been received and confirmed.

ATTENDANCE

Vendors are expected to attend all scheduled Market dates for which they are approved. Vendors must notify the Market Manager as soon as possible if they are unable to attend due to circumstances beyond their control.

If a vendor fails to notify the Market Manager of an absence prior to **9:00 a.m. on the day of the Market**, a \$25 fee will be assessed and must be paid before the vendor's next scheduled attendance. Repeated unexcused absences may result in removal from the Market.

Farmers, their family members, and employees are permitted to sell at the Market.

PRODUCTS

The Mt. Lebanon Uptown Market is a local produce and product market. All items sold must be grown or produced locally within the defined regional area. Vendors may sell only those products approved through the application process.

SIGNS

Vendors must clearly display a sign identifying the name of the business or farm, as well as the nearest town and state. All required signage must be in place prior to the start of sales.

SPACE ASSIGNMENT

Market spaces are assigned by the **Mt. Lebanon Partnership, sponsor of the Uptown Market**, and are based on vendor needs, space availability, and overall product mix. Spaces may include canopied areas, truck-based vending locations, or green spaces suitable for standard tents.

Displays must remain within the assigned space and must not create hazards for pedestrians or obstruct access to neighboring vendors. Vendors may not lease, lend, or transfer their assigned space.

TABLES & DISPLAY

Vendors are responsible for keeping tables and displays clean, organized, and professional in appearance. The Market reserves the right to require table coverings if tables are in poor condition.



PARKING

Vendor parking is available at nearby metered spaces or in the South Parking Garage. The Mt. Lebanon Uptown Market does not guarantee or provide vendor parking.

ORGANIC CERTIFICATION

Vendors claiming organic or naturally grown products are encouraged to display signage identifying the certifying agency. Organic and non-organic products must be clearly separated and labeled.

SUPPLIES & EQUIPMENT

Vendors must supply all necessary equipment, including tables, tents, scales, bags, and shade structures. Electricity is available at limited locations. Requests for access to municipal electricity must be submitted in advance with the application.

SITE SANITATION & APPEARANCE

Each vendor must maintain a clean and orderly stall. Vendors are required to provide a trash receptacle and broom and must remove all trash, waste, and materials from the site at the end of each Market day.

HEALTH REQUIREMENTS

All vendors must comply with Allegheny County Health Department regulations and applicable state laws related to food handling, preparation, labeling, and permitting. Vendors are responsible for obtaining all required health permits.

PUBLIC SAFETY

Vendors must operate in a manner that ensures the safety of customers, fellow vendors, and the public. Shade structures and equipment must be properly secured, particularly in windy conditions.

INSURANCE

All vendors are required to carry liability insurance and must submit proof of coverage with their application. The **Mt. Lebanon Partnership, sponsor of the Uptown Market, does not provide insurance coverage for vendors and** is not responsible for loss, damage, or injury related to vendor operations.

INSPECTIONS



The **Mt. Lebanon Partnership, sponsor of the Uptown Market**, reserves the right to inspect farms or production facilities, with advance notice, to verify compliance with Market rules and product guidelines.

FIRE DEPARTMENT COMPLIANCE

Vendors using propane or other fuel sources must obtain all required permits from the Mt. Lebanon Fire Department prior to Market participation.

MANAGEMENT & ENFORCEMENT

The **Mt. Lebanon Partnership is the sponsor and managing entity of the Mt. Lebanon Uptown Market** and is responsible for its overall operation and administration.

The Mt. Lebanon Partnership, or its designated representative, has the authority to assign vendor spaces, enforce these Rules & Regulations, collect fees, and make operational decisions necessary to ensure the safe and successful operation of the Market.

Failure to comply with Market rules may result in reassignment of space, suspension, or removal from the Market. The Mt. Lebanon Partnership reserves the right to amend these Rules & Regulations as necessary.