

## PRODUCE VENDOR APPLICATION

*IF 50% OF YOUR PRODUCTS ARE PLANTS, EGGS, VEGETABLES, HONEY, MEAT OR FRUITS, PLEASE FILL OUT THIS APPLICATION. OUR MARKET ALSO HAS APPLICATIONS FOR ARTISANS, NON-PROFIT GROUPS, AND FOOD VENDORS.*

Every vendor must fill out an application, every season.

Please fill out one application per Vendor, Farm or Business.

Please list any representatives that will be present at market in one application.

Vendor Name: \_\_\_\_\_

Vendor Address \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Website: \_\_\_\_\_

Vendor Email Address: \_\_\_\_\_

Vendor Phone Number: \_\_\_\_\_

Directions to Home/Farm/Facility from Scottsville: \_\_\_\_\_

\_\_\_\_\_

How far do you travel from your home/farm to market each week? \_\_\_\_\_

Do you have a CSA or Animal Share Program?                      **YES**                      **NO**

\*\*Please provide examples of your current contracts.

Please list any Employees and/or Representatives of your business that will be present at market and/or assist with operation of the booth: \_\_\_\_\_

\_\_\_\_\_

All finished goods and produce sold at market must originate from the County of Albemarle, or its adjacent counties: Louisa, Fluvanna, Buckingham, Nelson, Augusta, Rockingham, Greene and Orange.

What is the best way to contact you? (Please Circle)      **EMAIL**                      **PHONE**                      **SNAIL MAIL**

Does your business accept Credit Cards? (Please Circle)                      **YES**                      **NO**

Are you interested in learning more about taking part in SNAP? (Supplemental Nutrition Assistance Program)?

**125 Fleet Street, Scottsville VA**  
**Every Saturday – April 1 – November 18<sup>th</sup> 2016, Rain or Shine**

<https://www.facebook.com/FarmersMarketScottsville>

Market Manager - Shannon Bostic

[shannon.scottsvillemarket@gmail.com](mailto:shannon.scottsvillemarket@gmail.com) << BEST FORM OF CONTACT ---- 434-286-9267 (Office)

This only applies to vendors who have food products.

**YES**

**NO**

May we use your business name and any images of your business taken at the Market for promotional use – both in print and electronically? (Please Circle) **YES** **NO**

- ❖ If you check or circle no above, the market *will not* advertise your company, photos and/or products and services in any of its marketing or promotions – including print ads, print articles, online advertising, online on the Market Website, or on social media.

The Scottsville Farmer's Market conducts Farm & Facility Inspections twice seasonally. The Farmer's Market Committee will schedule and perform these visits. These inspections are a mandatory step in order to sell produce at the Scottsville Farmer's Market, and must be performed before produce may be sold at the market. Refusal to allow inspections may result in forfeiture of assigned bay and paid market fees for the 2017 Season.

Do you give consent to allow an inspection of your Farm/Facility? (Please Circle) **YES** **NO**

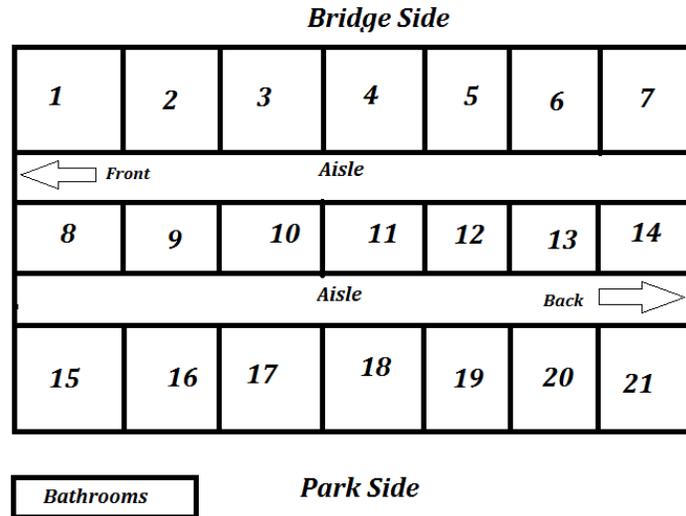
The following are the sole responsibility of the vendor:

- ❖ Product Liability Insurance
- ❖ Collection and Submittal of State and Federal Sales Tax
- ❖ All Necessary Licensing and Certifications as mandated by the State of Virginia - as well as furnishing these and any necessary certificates upon request by the Market Manager and/or Farmer's Market Committee.

**Bay Preference:** (Please Check the Proper Box Suited for your Business Needs)

Please see on the following page, the grid of the Farmer's Market Pavilion, and mark your first and second desired space. Spaces are assigned at the discretion of the Farmer's Market Manager, with the intent of creating a diverse and organized market layout.

- Side Bay – Direct Vehicle Access, Access to Electricity – Measures 12x12ft  
**Cost: \$200 Seasonally, \$10 Weekly (as available) (THESE GO QUICKLY) (LARGEST SPACE WE HAVE)**
- Center Aisle Space – Measures 10x8ft (BAYS #8-14)  
**Cost: \$100 Seasonally, \$5 Weekly (as available)**
- Shared Center Aisle Space – Measures 5x8ft  
**Cost: \$50 Seasonally (fits a table and an upright display well, perfect for the small vendor!) (THE BEST DEAL, AND MOST EXPOSURE TO FOOT TRAFFIC. FLEXIBILITY IS REQUIRED, AND SPACE MAY ROTATE WITHIN THE CENTER AISLE)**
- Tent Space - Measures 10x10ft – **TENT SPACES ARE AVAILABLE EVERY WEEK, NO MATTER WHAT**  
Vendor must supply own tent. Electricity can be provided; you must let the Market Manager know of your needs in advance. Please supply your own extension cord.  
**Cost - \$100 Seasonally, \$5 Weekly (as available)**  
**Larger tents may incur additional fees.**



The Scottsville Farmer's Market strives to be a Producer-Only Market.

Please see the 2017 Contract for rules regarding the re-selling of goods.

**\*\*Unless you have been a vendor prior to the 2017 Season, and have an agreement with the Market Manager, reselling of produce purchased at auction is prohibited.**

Only "complementary items" may be sold, and each situation is a case-by-case basis.

*\*\*If you have any questions, please feel free to ask the Market Manager for details.*

- ❖ The Market Manager has ultimate discretion in regards to all resell goods being sold at the Scottsville Farmer's Market. If you have any questions about reselling a particular item, please contact the Shannon Bostic prior to the day of Market.

Is everything you plan on selling at market produced by yourself? (Please Circle)      **YES**                      **NO**

If you answered NO, please list the farm or business names and the contact information, for any local suppliers whose goods you intend on bringing to the Scottsville Farmer's Market during the 2016 Season. All goods **must** have a completed Resell Form (attached to application and available via email) before they may be sold at market.

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Please List all Goods you wish to sell at the Scottsville Farmer's Market in the 2016 Season, or attach a growing schedule or planting list.

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If Additional space is needed, please submit on separate piece of paper, or provide full list upon Farm Inspection.

**PLEASE CIRCLE YOUR STATUS:**

Please Circle your Status:      **Seasonally Attending Market**                      **Attending the Market Weekly**  
    Please Circle The Weeks You Will Not Attend                      Please Circle The Weeks You Will Attend

APRIL – 1    8        15    22    29

\*April 1, 8, 15, 22, 29 of the 2017 Season will be “unmanaged-unofficial markets” – mostly featuring plant starters, meat, eggs and other early spring produce. The Season Grand Opening is May 6<sup>th</sup>.

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

NOVEMBER – 4    11    18\*    22\*

**\*\*PLEASE STAY IN CONTACT WITH THE MARKET MANAGER THROUGHOUT THE SEASON, AND CHECK THE FARMER'S MARKET FACEBOOK PAGE TO STAY IN THE LOOP ABOUT UPCOMING EVENTS.**

Some Dates that are already established for the 2017 Season are:

\*Piedmont Virginia Fiddle and Banjo Concert (May 13)

- **THIS EVENT ONLY OCCUPIES 12 VENDORS TOTAL**

\*Pollinator Week (ends on Saturday June 24, 2017)

\*Holiday Artisan Bazar and Bake Sale (Saturday November 18, 2017)

When would you like to begin selling at the Farmer's Market: \_\_\_\_\_

When will you likely end selling at the Farmer's Market: \_\_\_\_\_

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By signing below, the vendor agrees to strictly adhere to and operate pursuant to the published contract agreement of the Scottsville Farmer's Market. Fraudulent, dishonest or deceptive merchandising or collusion to set prices among vendors may be grounds for forfeiture of the right to do business in the market for a length of time – to be determined by the Farmer's Market Committee.

**I have read and understand the Scottsville Farmer's Market rules and guidelines (not attached to this application) and agree to abide by them. I also agree to hold harmless the Town of Scottsville in the event of an accident or damage to property arising out of my participation in the Scottsville Farmer's Market.**

Vendor Signature: \_\_\_\_\_

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

## Scottsville Farmer's Market Resell Form

The Top Portion of this Form is to be Filled out by the Producer of the Goods to be Resold at the Scottsville Farmer's Market

Type(s) of product(s) being sold:

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Name of Farm/Facility where product originates:

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Contact Information of Producer:

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I am the producer of the goods in question. I understand that these goods will be resold at the Scottsville Farmer's Market, with clear labeling, naming myself as the grower/producer of these goods.

Name of Producer: \_\_\_\_\_

Signature of Producer: \_\_\_\_\_

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

Name of Vendor: \_\_\_\_\_

Vendor Signature: \_\_\_\_\_

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

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