

GLENS FALLS FARMERS' MARKET ASSOCIATION

2010 APPLICATION INFORMATION FOR **NEW APPLICANTS**

The Glens Falls Farmers' Market Association was established in 1976 and continues to operate, as a member-run organization with a Board of Directors comprised of **volunteer members**. Our Association operates under a Constitution with By-Laws and Rules and Regulations; it is your responsibility to request, read and abide by this document. An important Association rule states that **all products sold at our markets must be grown or made by the member or a member of his/her household.**

Our Association operates three Markets at this time. The Glens Falls (South Street) Market operates on Saturdays from May 1 to November 13 under the Pavilion Building in downtown Glens Falls from 8am to Noon (November 9am to Noon). The Queensbury Market operates on Mondays from May 3 to October 25 at the Elks Lodge on Cronin Rd from 3pm to 6pm. The Winter Market operates inside of Christ Church United Methodist on Bay Road.

The annual association membership fee is \$30 and at this time, season fees for the summer markets are \$185 for the 9' truck spot (10' in Queensbury) and \$370 for the 18' truck spot (20' in Queensbury), **fees are reviewed at each Fall membership meeting**. At this time, you may apply for one additional truck space (9' or 10') at any market. The Association Board will annually review available space and respond to each application and space request. Space will be charged at the full price.

The completed application **must be sent with a non-refundable \$5 application fee** in order for the Board to consider your application for the upcoming season. Your application must be filled in completely and legibly. Please check the box on the application if you are willing to receive Association correspondence via email (this would help reduce expenses for the Association). Please note that on the back of your application is **an Agreement**, which **must be completed, signed, and returned with your application.**

All Market participants must have individual insurance coverage at each market they attend, with a minimum of \$100,000 liability coverage, though higher limits are suggested. The Certificate must say "Additional Insured - Glens Falls Farmers' Market Assoc.". **A certificate of insurance, Certificate of Authority and any other necessary permits/ licenses must accompany your completed application every year** (or a note giving information about any pending permits). An information sheet is enclosed to assist you in obtaining the necessary permits and licenses.

You will receive notification from the Association Board of Directors as to your acceptance (or not) of requested markets and/or products. If your application is accepted, your \$30 membership fee and stall fees must be paid in full ASAP. If your application is not accepted due to market space or product offerings, your name and information will be maintained on our waiting list in the order applications are received until the Board accepts it, or you choose to remove your name from the list.

Thank you very much for your interest in our Farmers' Market Association. Please send your application, copies of necessary permits/licenses/Certificate of Authority, and the \$5 application fee to:

Fran Morrison, Secretary
c/o Glens Falls Farmers' Market Association
562 Colebrook Road, Gansevoort, NY 12831

*Please make membership fee checks payable to **Glens Falls Farmers' Market Assoc.***

Be sure to make a copy of this agreement for your records. Questions about your application may be directed to me (Fran) by phone: (518) 339-3032 or by email: jcamero4@nycap.rr.com

2010 APPLICATION - GLENS FALLS FARMERS' MARKET ASSOCIATION

NAME _____ PHONE _____
 BUSINESS/FARM NAME _____ COUNTY _____
 ADDRESS _____

Street City Zip Code

EMAIL: _____ FAX: _____

ACREAGE YOU OWN IN PRODUCTION FOR MARKETS _____

OTHER ACREAGE _____ LOCATION _____
 (#Acres & leased, rented, etc.)

NAME OF PERSON(S) WHO OWN THE RENTED PROPERTY _____

ADDRESS _____ PHONE _____

If you plan to sell products that require collecting sales tax, give your **NYS Tax ID#** _____

Send a copy of your Certificate of Authority, and any other necessary licenses and/or permits with this application. If any inspection is pending, the license must be sent to the Secretary as soon as possible. All copies must be sent each year, even if they were submitted in previous years.

****NOTE: On the appropriate line place a checkmark (√) for the markets you would like to attend in 2010. Please give an approximate starting and ending date for each market you choose.**

	20'QU/18'GF Truck spot	10'QU/9'GF Truck spot	Start Date	End Date	Add'l Space Requested
Glens Falls - South Street: Sat. 8am-noon May 1 to November 13	_____	_____	_____	_____	_____
Qsburry - Elks-Cronin Rd: Mon. 3pm-6pm May 3 to October 25	_____	_____	_____	_____	_____

PLEASE CIRCLE THE PRODUCE AND ITEMS YOU PLAN TO SELL:

(**Note: The GFFM Assoc. considers tomatoes, peppers, cucurbits, melons, and ornamental vegetables such as Indian corn, gourds, and pumpkins to be categorized as a vegetable. If you are unsure of a category for a certain product, list it under "other".) Vegetables, Sweet Corn, Tree Fruits, Cider, Strawberries, Raspberries, Blueberries, Honey, Jam, Cut Flowers, Dried Flowers, Dried & Fresh Herbs, Garlic, Potted Herbs, Bedding & Potted Plants, Baked Goods, Maple Syrup, Eggs, Meat (Specify) _____
 Other (Be very specific and list each product) _____

By signing, I agree to abide by any applicable Local, State, and Federal Laws when selling at the Market and I agree to abide by the Glens Falls Farmers' Market Constitution, By-Laws, and Rules and Regulations.

SIGNATURE _____ DATE _____

Complete the other side and **POSTMARK** this application, Certificate of Authority, any necessary licenses, and fee according to the enclosed application information sheet **by JANUARY 22, 2010** to:

Fran Morrison, 562 Colebrook Road, Gansevoort, NY 12831

Are you willing to receive ALL CORRESPONDENCE FROM THE ASSOCIATION VIA EMAIL: (Y or N)

GLENS FALLS FARMERS' MARKET ASSOCIATION AGREEMENT

Agreement made this _____ day of _____, 2010 between (Name of owner/member) _____ and the Glens Falls Farmers' Market Association, hereinafter referred to as "GFFMA"

I. Agreement to abide by the Glens Falls Farmers' Market Assoc. Regulations:

- a. I have read and agree to abide by the GFFMA Constitution, By-Laws, and rules and Regulations.
- b. The information I have provided in this application is accurate and complete. I will provide the GFFMA Board of Directors with additional information as needed to verify the claims made in this application and my compliance with the GFFMA rules. The information I subsequently provide will likewise be accurate and complete.
- c. I understand the GFFMA is a non-profit organization operating with limited funds. I acknowledge that GFFMA's beneficial purpose (to assist small regional farmers or producers such as myself) will be impossible to pursue if it is subjected to costly litigation. Wherefore I hereby agree that as a condition of my GFFMA participation, I will resort to litigation against GFFMA, its officers, and affiliated entities, only after attempting in good faith to resolve the dispute through the GFFMA Board of Directors, and submitting a written complaint. I agree to limit any claim I may have, as a result of a decision by the GFFMA board of Directors or the Association which results in the denial of a market acceptance, the denial of a product to sell, or wrongful suspension or termination from GFFMA, to a return of market fees incurred during my absence from the market. I further agree that in the event I am unsuccessful in my litigation against GFFMA, I will pay all costs, expenses, fees and disbursements incurred by GFFMA in the course of its defense of said litigation, and I will also pay GFFMA a reasonable attorney's fee.

II. Use of GFFMA Sites:

I agree to sell at GFFMA locations only on the day(s) the market is scheduled, unless I receive written authorization to the contrary. I understand that while GFFMA obtains permits, reserves designated space, and promotes markets, GFFMA can not guarantee market assignments or minimum sales at any market.

III. Suspension and Termination:

Unless otherwise specified in GFFMA's Regulations, any violations of this agreement may result in suspension or termination from GFFMA at the discretion of the Board of Directors.

IV. Duration of Agreement:

This agreement applies to the current GFFMA season only (2010), and in no way implies acceptance to GFFMA in the future.

SIGNED: _____ BUSINESS/FARM NAME _____

Date: _____

January 2010

The Glens Falls Farmers' Market Assoc. requires all members to meet Federal, State and Local Laws and Regulations pertaining to their business operations. The following general information is put forth to assist you in obtaining necessary permits and licenses. It is the **RESPONSIBILITY OF EACH MEMBER** to investigate and comply, as most permits and licenses are reviewed on an individual basis. Copies of permits and licenses are required to be on file with the Board and they must be submitted with your application. If you are in the process of obtaining a new permit or license, you must note when you applied for it and when it is expected; send a copy to the Association Secretary as soon as possible. Any product requiring a permit or license will not be approved by the Board until that permit/license is submitted.

1. SALES TAX

Example: Cut flowers, Candy, Crafts

Contact:

NYS Tax Department
Taxpayer Services
Harriman Street Campus
Bldg. 8, 9th floor
Albany, NY 12227
PH: 1-800-225-5829

2. FOOD PROCESSORS (Including Home Processors)

Ex: Baked Goods, Jellies, Candy, Meat Products, Eggs, Dairy Products, Honey, Maple Syrup

Contact:

NYS Department of Agriculture & Markets
Division of Food Safety and Inspection
1 Winners Circle
Albany, NY 12235
PH: 1-518-457-5459

3. PLANT AND NURSERY PRODUCTS

EX: Bedding plants, potted plants, field grown plants

Contact:

NYS Department of Agriculture & Markets
Division of Plant Industry
1 Winners Circle
Albany, NY 12235
PH: 1-518-457-8863
PH: 1-518-457-2087