

GLENS FALLS FARMERS' MARKET ASSOCIATION

2010 APPLICATION INFORMATION FOR WINTER MARKET

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 2 to November 14 under the Pavilion Building in downtown Glens Falls from 8am to Noon (November 9am to Noon). The Queensbury Market operates on Mondays from May 5 to October 26 at the Elks Lodge on Cronin Rd from 3pm to 6pm. **The Christ Church United Methodist Winter Market operates inside of the church on Bay Road on Saturdays from Nov 21 to April 24, 2010 9am to 12pm.**

The annual association membership fee is \$30. New members pay a \$5 application fee in addition to membership fee.

Fees for the Winter Church Market are \$200 (12') for the season. The Association Board will annually review available space and respond to each application and space request. Spaces will be paid in full at the start of the market for the 2009/2010 season.

The completed application **must be postmarked by October 1st, 2009** in order for the Board to consider your application. Your application must be filled in **completely and legibly.** **Make a copy of your application for your records.**

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 copy of your insurance certificate, 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, spaces and 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 as soon as possible.

Fran , 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.**)*

Thank you and enjoy your winter. Questions about your application may be directed to me by phone: (518) 339-3032 or preferably by email: jcamero4@nycap.rr.com

2009/2010 Winter Market 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: Please indicate the dates you intend to be at the market and how many spaces you need. Each vendor space will be approximately 12 feet

Christ Church Winter Market: # of 12' spots requested Start Date End Date
Saturdays 9am-12pm
November 21 to April 24, 2010 _____ _____ _____

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 Specific) _____

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 mail or give me this application as soon as possible. Paperwork other than this application is necessary this year only if you have not participated in the 2009 summer markets. Please make sure your insurance is current throughout the winter market dates and that you send me an updated certificate when applicable.

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

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

Please make sure your email address is legible and notify me immediately if it changes.

GLENS FALLS FARMERS' MARKET ASSOCIATION AGREEMENT

Agreement made this _____ day of _____, 2009 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:

1. I have read and agree to abide by the GFFMA Constitution, By-Laws, and rules and Regulations.
2. 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.
3. I understand the GFFMA is a non-profit organization operating with limited funds. I acknowledge that the beneficial purpose (to assist small regional farmers or producers such as myself) will be impossible to pursue if it is subjected to costly litigation against GFFMA, its officers, and affiliated entities, only after attempting in good faith to resolve the dispute through the GFFMA Board of Directors or the association which results in 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's, 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 (09/10 winter season), and in no way implies acceptance to GFFMA in the future.

SIGNED: _____

BUSINESS/FARM NAME _____

Date: _____

November 2009

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. If you have any products requiring a permit or license, they 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: 1-800-225-58292. 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