



The Surry Farmers Market

Vendor Application

May 6th through October 28th, 2016

Name _____

Farm/Business Name (if applicable) _____

Primary Product: (please circle) CRAFT PRODUCE BAKED GOODS PREPARED FOODS OTHER

Mailing Address _____

Physical Address (if different) _____

Phone Number(s) (home) _____ (cell) _____

Email Address _____

Website (if applicable) _____

Social Media Presence _____

Do you accept credit/debit cards? ___ YES ___ NO

Do you accept SNAP? ___ YES ___ NO

Please list products you plan to sell at the farmers market on the attached listing indicating product and season. If you want to add a new product or decide to drop a product, you must consult with the Market Manager first. (To keep direct competition between vendors to a level that will enable all to make a decent profit while affording our customers a level of choice, it is in the interest of all vendors to cooperate with the Market Manager on this issue.)

Weekly markets begin on Friday, May 6, 2016 and run every Friday evening through October 28, 2016. Hours are from 4:00pm to 7:00pm. A holiday market will be held on Friday, November 18, 2016.

Vendors committing to participation in a majority (20) of market dates will have reserved spaces as close to "regular" placement as possible; no placement is guaranteed. The fee for participation is \$10 per market. Dates are listed below; **please indicate the dates that you will be participating** in The Surry Farmers Market.

Once your application has been accepted, you are committed to the dates indicated. If you are unable to attend a market, you must notify the market Manager no later than 10:00am on the Wednesday before the market. (In case of emergency, please notify the manager as soon as possible.) If the vendor does not fulfill his/her contractual obligation, the Market Manager will assess a \$10.00 fee for the unattended market. Exceptions will be made for emergencies and adverse weather conditions that could affect a vendor's product.

___ 5/6/16 *	___ 6/24/16	___ 8/12/16	___ 9/30/16
___ 5/13/16	___ 7/1/16 *	___ 8/19/16 *	___ 10/7/16
___ 5/20/16	___ 7/8/16	___ 8/26/16	___ 10/14/16 *
___ 5/27/16	___ 7/15/16 *	___ 9/2/16	___ 10/21/16
___ 6/3/16	___ 7/22/16	___ 9/9/16	___ 10/28/16 *
___ 6/10/16 *	___ 7/29/16	___ 9/16/16	
___ 6/17/16 *	___ 8/5/16	___ 9/23/16	___ 11/18/16

(* Indicates a special event date)

Please sign this form and return it to the Market Manager or County Administrative Office (45 School Street/P.O. Box 65, Surry, VA 23883) by Friday, April 1, 2016 at the address below along with a signed copy of The Surry Farmers Market Rules and Regulations and copies of any required permits and/or licenses.*

I hereby certify that I have read, understand and agree to abide by the Rules and Regulations of The Surry Farmers Market. I agree to indemnify and hold harmless the County of Surry and the Surry Farmers Market, and their respective officers, employees or representatives, from and for any and all claims or causes of action for any losses, damages, property damage, property loss or theft, costs, expenses, complaints, personal injury, or other loss arising from or relating in any way to my participation in the market.

(signature)

(date)

**Please attach copies of any applicable permits, licenses, or certificates for the Town of Surry, County of Surry, the Department of Health, and/or the Virginia Department of Agriculture and Consumer Services (VDACS). Copies of these documents should also be kept by vendors at their market space. See "Vendor Responsibilities" in The Surry Farmers Market Rules and Regulations.*

Market Manager contact information:

Edith Slade George OR Breyon Pierce
edieslade@aol.com bpierce1087@gmail.com
 757-650-0615 © 757-870-6764 ©
 757-294-5271 (office)
 757-294-5204 (fax)

Health Department contact information:

Surry Health Department
 757-294-31/85
 P.O. Box 213, Surry, VA 23883



The Surry Farmers Market

Rules and Regulations

Eligibility:

1. Participation is open to local and regional growers/producers within a 100 mile radius of Surry County. (Exceptions for certain products will be determined by the Market Manager.)
2. Vendors are encouraged to participate in the production of the products they sell. Products must be specified on the Vendor Application; any changes must first be discussed with the Market Manager.
3. Items purchased for resale at The Surry Farmers Market must be clearly labeled with specific point of origin.
4. No live animals, fresh meat, or home-canned goods will be sold.
5. A limited number of craft vendors will be permitted, and they are required to sell items they have created. More crafter spaces may be available at the beginning and end of the season when there is less produce at the market. We will maintain a waitlist in the event of cancellations.

Vendor Responsibilities:

1. Vendors are responsible for following all federal, state, and local regulations with regard to appropriate labeling, licenses, product/premise inspections, weights, measures, and pesticide use. Items sold at the market must meet applicable health and sanitation codes. It is the sole responsibility of the vendor to ensure compliance with the appropriate oversight agencies.
2. Vendors will be responsible for setting up their assigned spaces, packaging and displaying products and prices, as well as protecting their products from the elements. (VDACS Food Safety Guide is attached.)
3. Vendors are responsible for clearing and cleaning their space when the market closes within one hour of closing. Vendors must remove all refuse and unsold goods from the market area before departing.
4. Vendors are encouraged to plan ahead and prepare enough product for the full evening of each market. If vendors sell out of product and wish to leave early they must consult with the Market Manager before leaving.

Logistics:

1. The market will be located in the lot just across School Street from the Surry County Government Center. Vendor parking will be at the rear of their designated tent space.
2. Vendors should arrive no less than 45 minutes before the market starts to set up sales areas.

3. Surry County will provide tent space for each vendor. Vendors are responsible for providing their own tables. Table coverings are required. Additional space may be made available for an additional charge at the discretion of the Market Manager. If electricity or water is needed, please contact the Market Manager prior to market dates.
4. Space will be reserved for vendors who commit to a majority (20) of market dates. Space assignments will be based on attendance, type of products sold, and space availability.
5. Vendors must keep their displays within the confines of spaces assigned by the Market Manager. (Special needs must be discussed with the Manager in advance.)
6. Vendors are expected to be courteous and cooperative with consumers and the Market Manager.
7. NO alcoholic beverages will be allowed in or on the premises of the market unless by special arrangement and license after consultation with the Market Manager.

Liability:

1. Many items sold at farmers markets are subject to USDA, VDACS, and/or Health Department regulations.
2. All vendors will operate at their own risk and are liable for their own products. Neither the Market Manager nor Surry County will be held liable for the products offered by vendors. Product liability insurance is the sole responsibility of the vendor. Certificates of Liability Insurance are required to accompany the Vendor Application.

Financial Considerations:

1. The fee for participation in the market will be \$10 per market, with the first payment due with the Vendor Application.
2. Sales tax is the responsibility of each grower/vendor. The market does not collect taxes.
3. Growers are required to obtain a valid business license and/or peddler's license as applicable.
4. Vendors are expected to participate with the Market's single point of sale for SNAP/credit/debit card purchases. Tokens should be returned and documented with the Market Manager after each Market date for vendor reimbursement. Reimbursement will take place on a twice-monthly basis.

Market Management and Surry County may amend, change, or alter these Rules and Regulation to the extent deemed necessary. Vendors are required to sign a copy of this form and return it along with the Vendor Application to the Market Manager at the address below.

I hereby certify that I have read, understand and agree to abide by the rules and regulations herein. I also agree that the County of Surry and The Surry Farmers Market Management will be held harmless for any claims of third parties arising from participation in The Surry Farmers Market to include personal injury, property damage, and product liability.

(signature)

(date)

Market Manager contact information:

Edith Slade George OR Breyon Pierce
edieslade@aol.com bpierce1087@gmail.com
 757-650-0615 © 757-870-6764
 757-294-5271 (office)
 757-294-5204 (fax)

Health Department contact information:

Surry Health Department
 757-294-31/85
 P.O. Box 213, Surry, VA 23883