

Watauga County Farmers' Market

2018 Application and Agreement: RETURNING VENDORS

This completed and signed application must be mailed **with a \$25 check** for the application fee and received no later than **January 31, 2018 at:**

Watauga County Farmers' Market, PO Box 2177, Boone, NC 28607

Please read carefully and fill out all pages of the application form front and back completely. An application is invalid without a signature. Print legibly or type. Illegible applications will not be accepted. You will be notified of the acceptance or denial of your application **by email**.

Vendor Information:

Business Name: _____

Owner: _____

Other Business Associate: _____

Primary Contact: _____

Mailing Address _____

City: _____ State: _____ ZIP: _____

Address(es) of Production: List all addresses where your products are grown or made if different than above address:

County of Production: _____

Cell: _____ Work: _____ Home: _____

Email (required): _____

Website: _____

If you were a vendor in 2017:

_____ **I am interested in seeing what spaces are available in 2018.** Check here if you wish to see a map of open spaces during space assignment. Space assignment for 2018 will take place in February, March, and April via email.

If you attended at least 20 markets in 2017:

_____ **I would like to be considered for a second space in 2018.** If you attended at least 24 weeks in 2017 you are eligible to apply for a second space. Please see rule 4.b.viii for more details and rent rate.

Product Categories: Indicate all of your main product categories. The Market Manager must be notified of any additional categories added during the 2017 season that are not indicated here:

- | | | | |
|----------------------------------|---------------------------------------|--------------------------------------|---------------------------------------|
| <input type="checkbox"/> Produce | <input type="checkbox"/> Cheese | <input type="checkbox"/> Pickles/Hot | |
| <input type="checkbox"/> Plants | <input type="checkbox"/> Honey | <input type="checkbox"/> Sauce/Salsa | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Flowers | <input type="checkbox"/> Eggs | <input type="checkbox"/> Hot Drinks | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Herbs | <input type="checkbox"/> Baked Goods | <input type="checkbox"/> Cold Drinks | |
| <input type="checkbox"/> Meat | <input type="checkbox"/> Jams/Jellies | <input type="checkbox"/> Crafts | |

New Products: Describe any new products that you are hoping to offer this season. Be sure to list crafts that have not been previously approved through the Craft Jury Process. There will be a craft jury in early February 2018.

Segregating Products: Watauga County Farmers' Market requires vendors to be the producers of all products sold there. If you purchase products from other producers and sell those products at markets other than the WCFM (e.g. restaurants, groceries, CSA, etc.), how do you segregate the purchased products from those that you have grown yourself?

Planned Attendance:

It is the Watauga County Farmers Market's goal to have the most vendors and the greatest possible product diversity throughout the market season. **Please check the boxes adjacent to the Saturdays that you expect to be in attendance:**

- | | |
|-------------------------------------|--------------------------------------|
| <input type="checkbox"/> Sat May 05 | <input type="checkbox"/> Sat Aug 04 |
| <input type="checkbox"/> Sat May 12 | <input type="checkbox"/> Sat Aug 11 |
| <input type="checkbox"/> Sat May 19 | <input type="checkbox"/> Sat Aug 18 |
| <input type="checkbox"/> Sat May 26 | <input type="checkbox"/> Sat Aug 25 |
| <input type="checkbox"/> Sat Jun 02 | <input type="checkbox"/> Sat Sept 01 |
| <input type="checkbox"/> Sat Jun 09 | <input type="checkbox"/> Sat Sept 08 |
| <input type="checkbox"/> Sat Jun 16 | <input type="checkbox"/> Sat Sept 15 |
| <input type="checkbox"/> Sat Jun 23 | <input type="checkbox"/> Sat Sept 22 |
| <input type="checkbox"/> Sat Jun 30 | <input type="checkbox"/> Sat Sept 29 |
| <input type="checkbox"/> Sat Jul 07 | <input type="checkbox"/> Sat Oct 06 |
| <input type="checkbox"/> Sat Jul 14 | <input type="checkbox"/> Sat Oct 13 |
| <input type="checkbox"/> Sat Jul 21 | <input type="checkbox"/> Sat Oct 20 |
| <input type="checkbox"/> Sat Jul 28 | <input type="checkbox"/> Sat Oct 27 |

Please note that this chart does not fulfill the notification rule! You must still notify the Market Manager via email, phone call, or text message by 5:00 pm the Thursday before any Saturday you will be absent.

Documentation:

*It is the vendor's responsibility to comply with all applicable laws with respect to the production of their goods. The Market requires documentation supporting all goods that are subject to regulation. **Copies of all certifications must be attached to your application** (even if you have submitted them in previous years). Any additional items added to your product line during the year must have supporting documentation on file with the Market Manager.*

I sell processed foods (such as, but not limited to, baked goods, dried fruit, jams, jellies and preserves) that require a NCDA kitchen inspection.

If you produce at home:

my NCDA inspection is attached and the contact information for my inspector is:

Name: _____ Email/Phone: _____

Private water supplies must be tested annually by the county health department.

I have city water OR My yearly water inspection is attached

If you produce in a commercial kitchen:

I produce in a commercial kitchen that I have identified on the first page of this application. The WCFM Commercial Kitchen Declaration is attached. (Email Market Manager for this document)

I sell pickles, canned vegetables, relishes, acidified foods, tomato products:

My NCDA short course certification is attached

I sell whole, processed chickens, turkeys, rabbits processed under the federal exemption P.L. 90-492

I have been inspected and registered by the NCDA Meat and Poultry Division and I am listed as a "Poultry Exempt Firm" on the NCDA website.

I sell any other meats that do not fall under the above exemption:

I have my meat handlers license with me at all times and my products adhere to USDA regulations for processing and packaging. The contact information for my inspector is

Name: _____ Email/Phone: _____

I sell dairy products

My dairy certification is attached. The contact information for my inspector is:

Name: _____ Email/Phone: _____

I use the word "Organic" in any representation of my produce or other product.

My current USDA Organic Certificate is attached

I sell less than \$5,000 of organic produce per year and my "Small Scale Organic Grower's Declaration of Exemption from Certification" is attached. (Email the Market Manager for this document)

I have a North Carolina Plant License / Certification to sell nursery stock plants. (See Below)

My NC License – Certification is attached.

I certify that all the plants that I sell at the Watauga County Farmers' Market (WCFM) are exempt from the requirement of licensure or certification as outlined in the "Selling Nursery Stock in North Carolina Requirements" (See Below) and that I am not required to provide a license or certification to the WCFM.

Selling Nursery Stock in North Carolina Regulatory Requirements

*Plant Industry Division-Plant Protection Section
NC Department of Agriculture & Consumer Services*



The purpose of this information sheet is to assist in determining whether a nursery or nursery dealer license might be needed for your operation.

Nursery or nursery dealer license?

A license issued by the NCDA&CS is required by any person selling nursery stock in North Carolina. A *nursery license* is required for any person growing and selling nursery stock whereas a *nursery dealer license* is required for any person obtaining and re-selling nursery stock. These licenses certify that plant material has been inspected for and is apparently free from potentially harmful quarantine pests and must be renewed yearly. The *nursery and nursery dealer license* fee structures as well as further information can be found at the following website: <http://www.ncagr.gov/plantindustry/plant/nursery/lictbl.htm>.

What is nursery stock?

Nursery stock is defined as "All wild or cultivated plants or parts thereof, trees, shrubs, vines, bulbous plants and roots, grafts, scions and buds". Excluded in North Carolina's definition are "annual plants; cut flowers; tree, field, vegetable, flower or other true seeds; decorative plants or plant parts without roots not intended for propagation; and perennial plants intended for indoor use that are produced in North Carolina."

Why are nursery or nursery dealer licenses required?

The purpose for the *nursery and nursery dealer* licenses is to assist with preventing the movement of potentially harmful pests (such as insects, diseases or weeds) from one area to another. This helps protect all agricultural and horticultural industries in North Carolina.

How do I obtain a nursery or nursery dealer license?

An NCDA&CS Plant Pest Specialist must inspect plant material at the nursery for potentially harmful pests prior to the issuance of a *nursery* license. After the inspection, the appropriate fees must be paid. To register for a *nursery dealer* license, the individual must also complete an application providing details on the sources of plant material and submit to the NCDA&CS, along with appropriate fees. Each of these licenses serves as documentation that the *nursery or nursery dealer* has been inspected and is "apparently free from injurious plant pests".

To schedule an inspection, or if you have any questions, please contact Tammy Morgan (Tammy.Morgan@ncagr.gov) at (919) 707-3751, Michelle McGinnis (Michelle.McGinnis@ncagr.gov) at (919) 707-3742, or the Plant Pest Specialist in your county. The Plant Pests Specialist for each county can be found at the following website: <http://www.ncagr.gov/plantindustry/Plant/nursery/fwatxt.htm>.

----Ver. 2012/06/25/NCDA&CS/msm

Important: Before March 1, 2018, please send an email to the Market Manager (wataugacountyfarmersmarket@gmail.com) with a description of the produce / products that you would like to have included in the Vendor section of the Market's website and also any pictures that you would like posted IF different from what is currently posted. Include physical address, contact information, website, etc. Our plan is to post this information on our website in a PDF format to avoid the problems associated with hacking that has been experienced in the past.

Please read the current Rules of the Market and also the Bylaws, which are posted on the Market's website. The Rules are subject to change at any time during the season and vendors will be notified of these changes in writing.

The Market requires that all vendors comply with standards of professionalism that promote open communication, mutual respect and the best interests of the Market. Disruptive actions or remarks that undermine the shared success of any or all of our community of vendors are unprofessional and unacceptable. Failure to comply with these standards could result in suspension or removal from the Market.

For the Watauga County Farmers' Market to be successful, vendor attendance is necessary. Members must attend the Market at least 24 out of 30 weeks in 2018 in order to qualify for a permanent space in 2019.

Each vendor participating in the Market shall be responsible for any loss, personal injury and/or damage that may occur as a result of the vendor's actions and agrees to hold harmless the WCFM from any losses, damages, claims, suits or actions, judgments and attorney fees.

Vendors are encouraged to maintain their own liability insurance.

I agree to allow representatives of the WCFM to visit the premises where the products I intend to sell are produced.

I acknowledge that I have been provided with a copy or have access on the website of the Rules for the WCFM and that I will abide by these rules. I also understand my membership can be terminated for violation of any of the Rules.

FURTHERMORE, I AGREE THAT I AND ALL OF MY EMPLOYEES WILL COMPLY WITH THE FOLLOWING RULE REGARDING PARKING:

5. General provisions

- a) Each vendor will be limited to either a vehicle or trailer at their approved vendor space. Any additional vehicle must be parked offsite from the Horn or Daniel Boone Native Gardens lots. Vendor parking is allowed in the maintenance yard down the hill from the Horn *[AND AT FIRST CITIZENS BANK]*. Vendors should not block access to the maintenance yard when parking there.

Agreed to:

Signature

Date