

# VENDOR APPLICATION

The Cary Downtown Farmers Market Association is comprised of local residents who sell their products at the Cary Downtown Farmers Market. Our mission is to improve community health through access to local produce and educate the community about the benefits of eating fresh, local produce, meats, dairy, etc. We aim to promote the preservation of local farmland and sustainability while building bonds between residents of Cary and surrounding areas and their local farmers.

Thank you for your interest in becoming part of the Cary Downtown Farmers Market. The market operates each Saturday 8:00 am-12:00 pm from April to October. The Market is open rain or shine.

Applications are currently being accepted for the 2020 Season.

\$35 Non-refundable Application Fee is required for New Vendors; \$25 Non-refundable Application Fee is required for Current Vendors as well as a copy of your sales tax registration or signed exemption when submitting your application.

Applications submitted any time after Jan 31, 2020 Season **will only be considered if space is available and market is not already saturated with applicants' vendor category.**

Each application is accompanied by a set of rules that govern the operation of the market. **PLEASE READ THE COMPLETE SET OF RULES BEFORE SUBMITTING AN APPLICATION.** Visit website to review the rules; click on green button "Read Market Rules" on right hand side of screen. <https://www.caryfarmersmarket.com/become-a-vendor/>

Only completed applications will be considered.

All applications must include either a valid email address or a self-addressed, stamped envelope and should be sent to: CDFMA Attn: Market Manager PO Box 4621 Cary, NC 27519-4621T

The application fee can be paid either by cash, check or credit card. Checks should be addressed to CDF Market Assoc. Credit card payments can be made online through the market's website. (<https://www.caryfarmersmarket.com/become-a-vendor/>)

If you have any questions please contact the market manager Leah Smith at [manager@caryfarmersmarket.com](mailto:manager@caryfarmersmarket.com).

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- Farm or Business
- Name(s) of Owners
- Email
- Address
  - Street Address
  - Address Line 2
  - City
  - State
  - ZIP / Postal Code
- Address of Product Location (if different)
  - Street Address
  - Address Line 2
  - City
  - State
  - ZIP / Postal Code
- Phone
- Short blurb for Social Media/Newsletter (1-2 sentences)
- Long blurb/Bio for website (1-2 paragraphs)
- Website (if applicable)
- Facebook Page URL (if applicable)

- Instagram Handle (if applicable)
  
- Twitter Handle (if applicable)
  
- Number of spaces requested
  - One
  - Two
  
- Vendor category you are applying for
  - Farm Full Time Commit to Minimum 24 Markets/Season
  - Farm Part Time Commit to Minimum 14 Markets/Season. Must identify week/dates of attendance below
  - Farm Seasonal Consecutive Market attendance during one season only
  - Prepared Foods/Baked Goods Full Time Commit to Minimum 24 Markets/Season
  - Prepared Foods/Baked Goods Part Time Commit to Minimum 14 Markets/Season. Must identify week/dates of attendance below
  - Craft Full Time Commit to Minimum 24 Markets/Season
  - Craft Part time Commit to Minimum 14 Markets/Season. Must identify week/dates of attendance below
  - Guest Vendor Must identify week/dates of attendance below
  
- For Part Time and Guest Vendors -- Please identify the dates/weeks you would sell at the market:
  
  
- Returning Vendors - Please indicate any changes to previous product offerings in the space below:
  
  
- Please describe your business. What do you grow and/or sell? What is the history of your business?

- Indicate which months you would like to sell at the Cary Downtown Farmers Market:
- April
- August
- December (Winter Market)
- May
- September
- January (Winter Market)
- June
- October
- February (Winter Market)
- July
- November (Winter Market)
- March (Winter Market)

**Next Steps: Please refer to the 4 Categories below to indicate what you intend to sell at the Market. Be sure to list the items/products with descriptions where applicable.**

### **Category 1: Raw or minimally processed farm products**

- Please describe your growing processes in detail:
  - What do you intend to bring to the Market? (check all that apply)
 

~Vegetables & Crops	~Other describe:
~Fruits	~Honey
~Plants, Flowers, Herbs	~Value Added Items (ie Jam, Soap, Cheese)
~Eggs	
- Raw Vegetables -- Please list vegetables you grow and what, if any may be a niche for you:
- Fruits -- Please list below fruits you grow and what, if any may be a niche for you:

## Category 2: Processed Foods require an NCDA and/or County Health Department Inspection

Note: Please include/attach inspection form or mail to CDFM Attn: Market Manager, PO Box 4621, Cary, NC 27519-4621. Applications will be considered once inspection forms are received.

- Please describe your good(s) and production practices:
  
- Please enclose/provide inspection form
- Please circle the business type that best applies to you:
  - Commercial Processor
  - Home Processor
  - Feed and Pet Food
  
- List all your goods you intend to sell within the categories below, describe how ingredients are sourced and the overall production process, please be as detailed as possible:
  - Baked Goods – List of Goods
  
  - Jams, Jellies, Preserves – List Varieties
  
  - Other – List Goods

### Category 3: Dairy/Meats/Seafood/Acidified Food

- List all your products you intend to sell in each category below, describe how ingredients are sourced and the overall production process, please be as detailed as possible
  - Acidified foods like pickles and relishes (Require FDA short course certification. Please list varieties
  
  - Cheese/Other dairy (please list the products that you intend to sell at market):
  
  - Meat (Requires a meat handler's license obtained from NCDA Division of Meat and Poultry. Please list the type of product that you intend to sell at market):
  
  - Fish/seafood -- Please list expected varieties

### Category 4: Craft and Artisan Products

- Please indicate the product(s) you intend to sell, list all materials used, describe your process:
  
  
  
  
  
  
  
  
  
  
- Categorize Your Products
  - Farm Crafts (produced predominantly from materials grown or harvested by craft person)
  - Non-Farm Crafts (made with products not grown or harvested by craft person)

- Can you create/demonstrate your craft on-site during Market hours?  
 Yes or No
- Do you require electricity?  
 Yes or No
- Please include/attach a copy of sales tax registration or a signed exemption form.
- Please include 4 photographs or slides showing a representation of the items to be sold.

Photo Release: By applying to be a vendor at the Cary Downtown Farmers Market, I hereby grant the Cary Downtown Farmers Market permission to use a photograph of myself, my employees and/or my product, including written and electronic copy, where my photo appears for the purpose of advertising, marketing and promotion. I certify that I have read and understand the Cary Downtown Farmers Market Rules and that I will abide by these rules. I also understand that my membership will be permanently forfeited for any non-compliance of the rules. I further agree to allow representatives of the Cary Downtown Farmers Market to visit the premises where the products I intend to sell are produced. I also acknowledge that the products I will sell must be of my own productions and produced at the location described in my application. I accept full responsibility for all of my activities in the market and for those assisting me throughout the season. I acknowledge the authority of the market manager to immediately settle any disputes regarding product legitimacy, procedural, and vendor conduct violations. By submitting this application, you are signing this agreement electronically. You agree your electronic signature is the legal equivalent of your manual signature on this Agreement. By submitting, you consent to be legally bound by this Agreement's terms and agreements.

Please Initial and Date: \_\_\_\_\_

I have read and agree to the terms of this application and market rules. (Please read the market rules each time you apply as they are regularly updated.) Market Rules can be found on the website at: <https://www.caryfarmersmarket.com/become-a-vendor/> click on green button "Read Market Rules" on right hand side of screen.

#### Vendor Application Fee

**Please submit your application with a \$35 non-refundable application fee (New Vendor), \$25 non-refundable application fee (Current Vendor) and a copy of your sales tax registration or signed exemption.** Late applications (received after Jan 31st) may be submitted with a non-refundable application - however these applications will only be considered if space is available and market is not already saturated with applicant's vendor category.

- Comments or Notes?

