



# North Adams Farmers Market

## 2021 summer/fall season: North Adams Farmers Market Application

The North Adams Farmers Market provides its customers with fresh, quality, locally grown produce and products in a safe and fun environment in downtown North Adams.

### Market Dates, Hours and Location:

**June 5 – October 16:** Every Saturday, rain or shine, from 9 AM to 1PM. The 2021 market is located in the St. Anthony's Municipal Parking Lot at the intersection of Marshall St. and St. Anthony's Drive.

### Application Deadlines and Notifications:

**Application deadline:** Rolling. Space is limited, apply early. Priority is given to long-time vendors and full season applicants. Applications submitted after the beginning of the season will be considered on a case-by-case basis.

### Application to the market is a two-step process:

1. All vendors must submit the Vendors Application form online, or by mail, and will be notified if they are being invited to be a vendor at the market by **May 1, 2021 if their application was received prior to April 17, 2021.**
2. A completed Vendor Contract must be submitted, along with a check for your first week's fee, or the full season fee, with the contract. Your acceptance to the City of North Adams Farmers Market is not final until the contract and all attachments have been provided.

### Booth Fees and Sizes:

- To attend the North Adams farmers market as a vendor the cost is \$20.00 per week, paid in advance of each market date, **or \$340 (a 15% discount) for the entire 20-week season, if paid in advance before the market season begins.**
- Booths are approximately 15' x 10'. Vendors must provide their own set-up (tents, tables, etc.).
- There are limited additional 10'x10' extension spaces that **can be reserved at a rate of \$10/week, or \$510(total booth fee) for the season, if paid in advance before the market season begins.**
- At the rates above, market fees must be pre-paid in advance of the opening market (June 5.) **If you wish to pay daily on the day of the market, the rate is \$25 per market. Cancellations for any market date with less than 7 days notice are non-refundable.**

### Market Basics:

- The City of North Adams Farmers Market is a **producer-only** market. All products must be grown or produced by all vendors at the market.
- Vendors will not be allowed to simply "show up" at the market to sell their products without prior approval from the market manager and committee.
- Vendors are independent entities and are each liable for all applicable licenses. **All vendors are subject to onsite inspections by the North Adams Health Department.** Vendors should have copies of all licenses available at the market each week.

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- If a vendor cannot attend the market, the Market Manager should be notified as soon as possible.
- All vendors are expected to be onsite for the entire time of the market, **9 a.m. to 1 p.m.**
- Items for sale must be clean and of top quality.
- Less than top quality produce must be marked as “seconds”.
- Prices for all items for sale **must be clearly marked and visible**.
- Any vendor selling baked goods, canned or preserved foods **are required by law** to display allergy warning signs and have ingredient lists accessible at the booth.
- **All market vendors must accept SNAP and credit/debit tokens if selling food items that qualify for this benefit.** This requires the completion of an I-9 form, which will be available at each market. You may be required to have a short training session with the Market Manager about how this process works.
- **There is absolutely NO SMOKING at the market.**

**All market vendors must follow rules and guidelines of the North Adams Farmers Market in their entirety.** The guidelines can be viewed or downloaded online. You may also request a hardcopy.

## Application to Vend at North Adams Farmers Market

\*Required Field

Your Name\*

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Business Name

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Address\*

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City\*, State\*, Zip Code\*

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Phone\*

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Email

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Social Media Accounts (Website, Facebook, Twitter, Instagram):

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## Type of Vendor:\* (Food/farm or Craft/handmade)

**FOOD/ FARM Producer Vendor** – At least 80% of your table space must be devoted to food products at all markets. We must monitor the number of non-food items carefully to stay within compliance of Federal regulations for acceptance of SNAP benefits. Please list ALL items you plan to bring. As your acceptance into the market is based on the items you list here, we cannot promise that items not listed will be allowed.

- I will be bringing whole vegetables/fruit.

Describe: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- I would like to sell eggs.

Describe: \_\_\_\_\_

\_\_\_\_\_

- I would like to sell honey.

Describe: \_\_\_\_\_

\_\_\_\_\_

- I would like to sell syrup . Describe:

\_\_\_\_\_

\_\_\_\_\_

- I would like to sell canned/jarred goods.

Describe: \_\_\_\_\_

\_\_\_\_\_

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- I will be selling baked goods.

Describe: \_\_\_\_\_  
\_\_\_\_\_

- I will be selling meat.

Describe: \_\_\_\_\_  
\_\_\_\_\_

- I will be selling cheese.

Describe: \_\_\_\_\_  
\_\_\_\_\_

- I will be preparing food on site for sale or selling un-packaged prepared food.

Describe: \_\_\_\_\_  
\_\_\_\_\_

- Please describe your operation and where you are growing/making food or producing your products.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- CRAFT/ARTISAN goods vendor** – The farmers market limits artisan booths to no more than 20% of market vendors. Due to this rule crafters must be rotated throughout the season. Priority will be given to farm/food related craft/artisan products. Craft/artisan acceptance into the market is at the sole discretion of the committee. The market manager will create a rotation schedule at their discretion.

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**Describe the craft/artisan products you make and will sell, and what aspects of them are locally sourced:\***

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## **Vendor Booth Options:**

\_\_\_\_(Farm/food ONLY) Full Season ;15ft x 10ft (June 5-Oct 16) - \$340.00

\_\_\_\_(Farm/food ONLY)Full Season - w/ extended Space; 25ft x 10ft (June 6-Oct. 17) - \$510.00

\_\_\_\_ \*Daily 15ft x 10ft - \$20.00 each if paid in advance

\_\_\_\_ \*Daily 15ft x 10ft - \$25.00 each if paid on market day

**\*If you have marked 'daily,' please circle which days you would like to be a vendor:**

6/5 6/12 6/19 6/26 7/3 7/10 7/17 7/24 7/31 8/7 8/14 8/21 8/28 9/4 9/11 9/18

9/25 10/2 10/9 10/16

\_\_\_\_ Initial here if you have read, understand and agree to the Rules and Regulations of the North Adams Farmers Market in their entirety.

Please enter your initials if submitting electronically. This will be your signature on this form. Sign below if mailing a hardcopy, and mail to: Office of Community Events, City of North Adams, 10 Main Street, North Adams, MA 01247. You may also email a signed copy electronically to [tourism@northadams-ma.gov](mailto:tourism@northadams-ma.gov).

Initials/Signature \_\_\_\_\_ Date: \_\_\_\_\_

