

# WHY YOU SHOULD PARTICIPATE IN 2023



- **TIME - FRIDAY EVENING 4:00 TO 7:00**
  - ✓ No other farmers market on every Friday evening within 25 miles
- **RESTRICTED NUMBER OF VENDORS IN EACH CATEGORY TO PROTECT VENDOR INVESTMENT**
- **PREFERENCE GIVEN TO FULL SEASON VENDORS**
  - ✓ Prime vendor stalls with vehicle parking on pavement directly behind vendor stall.
- **CONVENIENT VISITOR PARKING**
  - ✓ Visitor parking spaces directly adjacent to the market
- **LOCATION – MAMAKATING TOWN HALL**
  - ✓ 2,500 cars passing ON Rt 209 between 4:00 and 7:00 on Friday.
  - ✓ 14,000 cars passing Exit 113 on I86 between 4:00 and 7:00 on a Friday.
  - ✓ One minute from the Exit 113 and the Commuter Park and Ride
  - ✓ Restrooms and water for Vendors, Refuse Containers
- **SUBSTANTIAL ADVERTISING BUDGET PROVIDED BY THE MAMKATING LOCAL DEVELOPMENT CORPORATION (MLDC)**
  - Mailer to thousands of homes in and around Mamakating
  - Paid radio and newspaper advertising
  - Facebook, Instagram, and Google Weekly Posts

## JOIN US ON FRIDAYS!!!

Email us at [chris@mamakatingfarmersmarket.com](mailto:chris@mamakatingfarmersmarket.com) or Call 845-291-6799



Mamakating Local Development Corporation  
PO Box 761  
Wurtsboro, NY 12790



**MAMAKATING FARMERS MARKET  
2023 VENDOR APPLICATION  
DEADLINE: MARCH 15<sup>TH</sup> 2023**

**DEADLINE FOR PREFERRED STALLS: FEBRUARY 28<sup>TH</sup> 2023**

**ABOUT YOU**

Contact Person: \_\_\_\_\_

Farm/Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Text OK? \_\_\_\_Yes \_\_\_\_No

Email: \_\_\_\_\_

Your Products: Please see attached form for listing all your products. Use additional sheets if needed.

Address of farm, kitchen, or other facility (if different from above): \_\_\_\_\_

**SERVICE FEE CHOICE – SELECT ONE (See Service Fee Schedule Attached)**

\_\_\_\_\_ Traditional Pay as You Go Option (\$50 non-refundable initial fee and \$25 each week at the end of the market). Market is 19 Fridays from May 26, 2023 to September 29, 2023.

\_\_\_\_\_ Money Saving Pay Up Front Option of \$475 with Application

**GENERAL UNDERSTANDINGS (See Vendor Guide for Specifics)**

The Market is rain or shine, and **Vendors are expected to be present for all 19 Fridays unless otherwise approved in advance.** \* Vendors will be contacted via email and/or text by the MLDC Market Coordinator in the event of severe weather forecast for Mamakating impacting the Market.

**INSURANCE**

Mamakating Famers Market 2023 Vendors must carry at least a one-million-dollar liability coverage that names the **Mamakating Local Development Corporation** and the **Town of Mamakating** as additional insureds.

**ITEMS TO BE SUBMIT WITH APPLICATION**

Certificates of Insurance (described under INSURANCE above)

Signed Copy of the Vendor Guidelines Form Attached as well as hold harmless, indemnity.

Certifications/ Licenses Required for Your Business to sell at a Farmers Market if required

Crop Plan for Vegetable/Fruit/Herb Farmers

**SIGNED APPLICATION**

**Vendor: Date:** \_\_\_\_\_

By: \_\_\_\_\_ Title: \_\_\_\_\_ Signature: \_\_\_\_\_

**ACCEPTANCE**

**Mamakating Local Development Corporation: Date:** \_\_\_\_\_

By: \_\_\_\_\_ Title: \_\_\_\_\_ Signature: \_\_\_\_\_

**QUESTIONS? Chris Wilson; Email: [chris@mamakatingfarmersmarket.com](mailto:chris@mamakatingfarmersmarket.com) Phone: 845-291-6799**



Mamakating Local Development Corporation  
PO Box 761  
Wurtsboro, NY 12790



### **Market Agreement**

I have read the vendor application and the Mamakating Farmers' Market's Rules and Regulations. If accepted into this market, I hereby agree to abide by the Rules and Regulations adopted by the Mamakating Farmers' Market. I agree to sell only those items listed in the Vendor application form unless an additional request is granted by the Market Coordinator at a later date. I acknowledge full responsibility for all my actions and activities in the Market (and those assisting me) throughout the term of this season's market (May 27th- September 29th). I acknowledge the authority of the Market Coordinator to settle any disputes regarding product legitimacy; procedural and vendor conduct violations, and impose any penalties including possible suspension or removal from the market. I agree to allow the Market Coordinator or representatives from the Mamakating Farmers' Market committee including the MDLC to inspect with proper notice the premises where the products offered for sale are produced.

I certify that the information contained in this application is true and accurate.

Business Name: \_\_\_\_\_

Vendors Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Indemnity Agreement**

As a vendor I (we) agree to release, indemnify and hold harmless the Mamakating Farmers' Market, the Mamakating Land Development Corp (MDLC), The Village of Mamakating and each of their respective trustees, members, officers, directors, employees and representatives, and volunteers from and against any and all matters, things, injuries, damage, cost, losses, liabilities, expenses, and claims arising out of, relating to, or with respect to the Mamakating Farmers' Market whether any such injury, damage, etc. is to person or property.

Accepted and agreed to:

Business Name: \_\_\_\_\_

Vendors Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



Mamakating Local Development Corporation  
PO Box 761  
Wurtsboro, NY 12790



## MAMAKATING FARMERS MARKET

### Market Rules and Regulations Summary Sheet

In an effort to promote the Farmers' Market as a whole to the community of Mamakating and surrounding communities, all members of the Mamakating Farmers' Market will behave toward Market customers, members, staff and volunteers in a professional manner which fosters a sense of Market community, camaraderie and a spirit of cooperative involvement.

**Market Coordinator.** The Market Coordinator will be onsite from 3:00 pm until 8:00 pm. The Market Coordinator will implement market policies including oversight of setup and cleanup, vendor compliance with Farmers' Market policies, etc. The Market Coordinator will do the best that he/she can to accommodate your needs and help to make this a successful market for you.

1. **Location Assignments for Vendors:** The Market Coordinator will make location assignments. Spaces are assigned for the season. Vendors must adhere to the punctuation policy (see Item No. 6). Market fees are non-refundable.
2. **Applications:** Applications will be reviewed and vendors will be selected, by MLDC Advisory Board and the Market Coordinator. You will be notified of your acceptance, if you are not accepted your registration fee will be returned to you.
3. **Attendance:** Vendor must notify the Market Coordinator at least one week in advance of intended absences. Call in emergency absences. If you miss two markets you will be subject to removal. Fees will Not be refunded.
4. **Certificate of Insurance:** Mamakating Famers Market 2023 Vendors must carry at least a one-million-dollar liability coverage that names the **Mamakating Local Development Corporation** and the **Town of Mamakating** as additional insureds.
5. **Opening:** The Market opens at 4:00 pm. All vendors must be set up and ready to do business by 3:45.
6. **Punctuality Policy:** If you arrive at 3:45 pm for set up, you will be considered late. The Market Coordinator reserves the right to move your location if you are late.
7. **Closing:** The Market closes at 7:00 pm vendors are required to stay until the Market closes.
  - a. Your location assignment must be clean and all refuse removed at the end of each market
  - b. Failure to clean your area can result in a \$15 fine
  - c. If you are utilizing ice or water they must be disposed of in the appropriate location. Failure to do so can result in a \$15 fine
8. **Products for Sale:** Product listing must be approved by the Market Coordinator and follow all applicable state and federal laws regarding licensing and labeling. If you are uncertain of your products license requirements please ask for guidance.
9. **Smoking:** Smoking, vaping, chewing tobacco or marijuana consumption is not permitted at market
10. **Laws:** All vendors must comply with all applicable laws.
11. **Crop Plan and Farm Profile:** All farm vendors are required to provide their crop plan stating what is grown by them, acreage or row. This information is required thy NYS Farm Market Federation. WIC, Farm Market Nutrition Program & Veterans coupons also require this information so we may participate.

**QUESTIONS? Chris Wilson; Email: [chris@mamakatingfarmersmarket.com](mailto:chris@mamakatingfarmersmarket.com) Phone: 845-291-6799**



Mamakating Local Development Corporation  
PO Box 761  
Wurtsboro, NY 12790



12. **Pre-Packaged Items:** All pre-packaged items must be labeled. Such label must include the name and address of the seller as well as the weight and the list of ingredients in accordance with federal labeling guidelines.
13. **Health Practices:** All vendors must be personally clean and adhere to sanitary procedures. All vendors must dress appropriately. (Shoes and shirts are required)
14. **On Site Food Preparation:** All vendors must follow sanitary practices as outlined by the Sullivan County Health Department. Any vendor found selling without proper health precautions shall be suspended from participating in the market until satisfactory clearance has been met. Health Certificates are required and must be displayed for food services. Knives **Must** be kept clear of customer and children's reach at all times.
15. **Display of Merchandise:** Please plan to provide your own canopies, temporary tables, tablecloths (required), signage, menus, business cards etc. for display of merchandise. Business identification and pricing must always be visible. Tents must be weighted and or spiked down at all times. Hanging sellable items from canopy edging (shirts etc.) is frowned upon.
16. **Electricity:** Electricity is not available. **Generators are not allowed.** Safely contained propane is allowed. A 10-pound class B fire extinguisher must be available within 10 feet of the serving table at all times.
17. **Parking:** Parking areas will be allocated for Vendors. **Vendors may not bring vehicles on the grass for any reason.**
18. **Restroom Facilities** are available for **vendors only.** MLDC staff will have keys.

#### **Other Requirements**

- Farmers and market producers must grow or produce at least 80% or what they sell at the market
- Items purchased for sale at the Market must be from neighboring farms and **not** from wholesale markets. The name of the farm where the item was purchased must appear on the Crop Plan
- Vendors are required to have their scales certified by the NYS Department of Weights and Measurements
- All pre-packed goods must be labeled in accordance with FDA guidelines
- All prices must be in full view of the consumer. Items may be sold by pound, box or single item, but these distinctions must appear on your price labels
- Food handlers must be personally clean and follow sanitary practices in handling food. Any food which required refrigeration must be stored at temperatures according to the health department and/or Department of Agriculture and Market rules and regulations.
- Pets are not permitted in areas where food is handled.

**The Mamakating Farmers Market is Funded by - and operated by - the Mamakating Local Development Corporation. Decisions of the Mamakating Local Development Corporation related to the items covered in these guidelines and rules, disputes that arise, or questionable conduct by a customer or vendor are final.**

**QUESTIONS? Chris Wilson; Email: [chris@mamakatingfarmersmarket.com](mailto:chris@mamakatingfarmersmarket.com) Phone: 845-291-6799**

