

Amory, Mississippi Farmers Market

2013-2014 Vendor Application

Saturdays - From 7:00 a.m. until 10:00 a.m. & Tuesdays – 5:00 p.m. until 7:00 p.m.

Due with fees by 5:00 p.m. the Wednesday prior to the Saturday market

and 5:00 p.m. the Friday prior to the Tuesday market.

For assistance with this form contact Carol Knight 662-315-2434 Date: _____

Name of Farm or Operation: _____

Physical Location of Farm or Operation: _____

Mailing Address: _____

Primary Phone Number: _____ Opptional#: _____

Email: _____

Website Address: _____

How did you hear about the Amory Farmers Market Opportunity? _____

Description of products to be sold**: _____

Will you sell from a booth or a pickup truck? _____

If you are a grower/producer, please answer the following questions:

Do you grow **all** of your produce and/or raise all of your animals (including milk and eggs)? _____

OR **** see list of local counties****

Do you anticipate purchasing any crops/product form, or selling for, a local farmer? _____ If so, please indicate the name of the farmer and the origin of the product. You must have a certificate for each agricultural crop from the County Extension Agent in the county where the crop is grown.**

Canned, preserved, baked goods, honey, or artisan items**:

Describe your baked goods, canned items, or artisan/craft items: _____

If you need more room for any question, please use the other side of this form.

****PLEASE READ ALL RULES AND REGULATIONS ON ITEMS ALLOWED****

I have read, understand, and agree to the Amory Farmers Market rules and regulations provided to me. I agree to allow the Amory Farmers Market Manager or designee to tour my farm or operation if deemed necessary. I agree to hold harmless the City of Amory, Amory Main Street, Inc., and the Amory Farmers Market for anything that may occur beyond their control while I am participating in the market.

Printed Name _____ Signature _____ Date _____

This section is for the market manager only Circle one option:

All items authorized: Y or N Certificate from County Ext Office: Y or N Paid: Yearly or Daily _____

CHECK OR CASH

Vendor: Full Time Farer or Part-time Farmer or Artisan Badge Assigned: Y or N # _____

Food Safety Certificate: Y or N Acidified Canning Class Certificate (IF REQ): Y or N

This form should be faxed to (662)256-9671 or email to carolcknight03@gmail.com

Amory, Mississippi Farmers Market

2013-2014 Market Season

The Amory Farmers Market is sponsored by Amory Main Street, Inc. and the City of Amory to provide local agriculturalists and artisans with a retail outlet for their products, to provide citizens of the area with an opportunity to purchase fresh quality products from the people who produce the, and to promote the City of Amory, Mississippi and Amory Main Street, Inc.

I **Items permitted for sale**

All items will be sold at the discretion of the Market Manager:

Items permitted for sale at the market include all varieties of locally grown (or raised or caught) produce, plants, flowers, trees or seedlings, including but not limited to: raw vegetables, fruits, edible plants, eggs, honey, cheese, shelled peas and beans, nuts, herbs, spices, bedding plants, pickles, condiments, preserves, jellies, jams, pastries, baked items, spreads, fresh juices, dried/fresh flower arrangements, poultry fowl, sausages, smoked meats, milk, seafood, meat, and cut firewood. Prepared items permitted for sale include flavored vinegars, condiments, preserves, jellies, jams, pastries, baked items, sausages, cheese, and spreads.

Please see rules on items requiring refrigeration. In regards to these items, they must be brought to the market cool and be kept cool – if you require a power outlet for a refrigerator, please note that on your application.

Non-native Mississippi grown plants may be sold as a convenience to market goers.

All items sold at the market must fall within guidelines set by the Market Committee. Vendors must be local farmers from the counties specified in the following list:

Monroe
Itawamba
Lee
Pontotoc
Chickasaw
Calhoun
Webster
Clay
Lowndes
Oktibbeha

Vendors may choose to bring items that are non-native Mississippi grown plants and items not grown in the above listed counties as long as the total amount of products not grown in these counties does not exceed 25% of the total amount of items brought to the market per visit.

Non-profit fund raising sales may be permitted by the Farmers Market Manager at his or her discretion.

Crafts are incidental to the purpose of the market, which is primarily an agricultural operation. No more than 25% of the total number of vendors registered at the market may be craft or artisan vendors. Vendors or members of the vendors' households must produce all the craft items sold at the market. These must be handmade items. **Absolutely no resales are permitted. Allowance of craft**

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items at the market is at the sole discretion the Amory Farmers Market Committee and Market Manager.

The following crafts are generally permitted at the market: wood carving, weaving, pottery, doilies, afghans, quilts, wreaths, baskets, candles, soaps, lotions, and wood planters and arts and crafts related to the kitchen or garden. Other items may be allowed at the discretion of the Market Manager.

Services incidental to the making of food may also be permitted at the discretion of the Farmers Market Manager, including, but not limited to knife sharpening.

II Fee Structure

Season Length: May through October
Time: Saturday 7:00 a.m. – 10:00 a.m. Tuesday 5:00 p.m. – 7:00 p.m.
Weekly booth fee: \$5.00
Yearly booth fee: \$75.00
Special Event Fee: \$10.00

On occasion throughout the year, the Amory Farmers Market will plan special fundraising & community events. These dates will be made available upon creation. All special events are included for those vendors who pay yearly. If you pay \$75 for the market season, then you are paying for every market, special or regular, from May through October.

III Space Assignments

First priority for booth space will be given to those who plan to sell each Saturday and Tuesday for the entire market by paying the yearly fee then to those who have participated in the majority of the Saturdays and Tuesdays of the previous markets.

Please let the Market Manager know what your market schedule will be for the season. If you know that you will not be able to make a market, please let the Market Manager know by 5:00 p.m. on the Wednesday before the Saturday market and 5:00 p.m. on the Friday before the Tuesday market.

Spaces will be held each Saturday until 7:45 a.m and Tuesdays until 5:45 p.m. Please contact Carol Knight at 662-315-2434 if you are running late. The market fees are non-refundible.

IV Set-up and Cleanup

On Saturday, vendors begin setting up as early as 6:00 a.m. Vendors must be prepared to sell by the opening of the market at 7:00 a.m. For Tuesday markets vendors may begin setup as early as 4:00 p.m. and must be prepared to sell by opening of the market at 5:00 p.m. The Amory Farmers Market does not provide any tables, chairs, or cover for vendors. Vendors are responsible for providing their own merchandise display. Pickup beds are acceptable.

Please secure tents, especially in the spring when windy days are possible but follow rules for those tents being allowed in Frisco Park. No tent stakes may be put into the ground further than 3 – 4 inches.

Also, please secure extension cords so that they are not a trip hazard.

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Saturday morning selling will begin at 7:00 a.m. and will cease at 10:00 a.m. Tuesday evening selling will begin at 5:00 p.m. and will cease at 7:00 p.m. You may leave when you have sold out, if it is earlier than the close of market. On especially hot days in the summer you may leave early if the market manager approves it.

Vendors will not be allowed to set up their display after the opening bell unless prior arrangements are made with the Market Manager and Market Committee. This is dependent upon the Market Manager approval.

Vendors are encouraged to post prices for all items sold. Market vendors determine their own prices, but it is recommended that prices reflect accurate and fair value. Vendors are encouraged to post their business sign or farm name. Only certified organic growers may use the term "organic" in their advertising at the Farmers Market. The use of the term "organic" is not permitted unless the producer can show that he or she has a Certificate from the State of Mississippi that his or her produce is in fact organic. Vendors may use the term "pesticide free".

Vendors will be responsible for all clean up of the area they are assigned. The area should be clean and free of all debris, including leftover product and trash. If repeated warnings are issued due to the inability of the vendor to honor this section of the agreement, a meeting will be required with the market manager to determine future eligibility.

No on-site storage is available.

Vendors are responsible for their own change and collecting payment for their own products. Any exchanges and/or refunds are at the vendors' discretion.

Vendors are prohibited from distributing or displaying political materials, religious materials, or items of similar nature. Any displayed items should directly relate to the items being sold and displayed by the vendor.

No firearms are allowed on the premises.

Use of alcohol, controlled substances, and gambling are not allowed anywhere on the Market grounds. Any vendor under the influence of drugs or alcohol is subject to expulsion from the Market.

Fraudulent, dishonest, or deceptive practices carried on at the Market should be reported to the Market Manager and may result in revocation of permission to sell at the Market.

On Saturday and Tuesday, the market will provide trash receptacles for trash generated by the market's visitors. Vendors are welcome to use these receptacles for small items, but they are not for the use of vendors leaving bulky trash or leftover product behind.

There will be **no smoking** allowed at the Farmers Market. The City of Amory Ordinance 1639 will be strictly adhered to and extends to the Farmers Market.

Management may dispose of any shelving and other equipment left unattended in the market for more than 7days.

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V Sales Taxes and Permits

Vendors will be responsible for determining what items are taxable and for collecting their own sales taxes. Once the Amory Farmers Market becomes a Certified Farmers Market, vendors selling food products that are grown, made, or processed in Mississippi will be exempt from sales tax (see sales tax exemption information attached). All repeat vendors and new vendors will be notified upon Amory Farmers Market certification approval. Until this time, all vendors will be responsible for tax collection. Vendors do not need to obtain a business permit for selling in the City of Amory for market purposes.

All vendors are responsible for being aware of and abiding by any and all Federal, State, and local laws regulating the sale of his or her product to the general public. **It is the responsibility of each vendor to investigate all governmental regulations applicable to his or her individual product lines and sales endeavors, and to abide by all such regulations.**

It is the responsibility of each vendor to follow safe food handling procedures in order to assure the public's health, safety, and welfare. Each vendor growing or raising food for sale or selling fresh food or food that has been processed must have a Certificate of Attendance from a Food Safety class given by the Monroe County Extension Service in order to participate in the Amory Farmers Market. Anyone selling acidic canned products must have attended the Acidified Canning class sponsored by Mississippi State University.

Agricultural producers must provide a certificate that their product was locally grown from their county extension agent certifying that each crop was grown in the local area. Local counties, as deemed by the Market Committee, are as follows: Monroe, Itawamba, Lee, Pontotoc, Chickasaw, Calhoun, Webster, Clay, Lowndes, & Oktibbeha. Please check with the Market Manager if you are bringing produce from any other county and market it on your application. The quantity of items may not be over 25% of your total allotment of items to sell. You may sell for other farmers or buy from other local farmers to sell. Please do not buy from large scale warehouses and sell at the Farmers Market. This is not the purpose of the market.

It is the responsibility of each vendor to maintain any scales (NTEP) in use in the proper operating condition, and that they are accurate and used appropriately.

VI Vendor Conduct

Vendors shall conduct themselves in a courteous manner. Music, either live or recorded, may not be played at the vendor booths, although the Farmers Market management may provide music, cooking demonstrations, and other activities. Loud profanity, threats, violence, fighting, or any other disturbance of the market's peace will not be permitted. The City of Amory has taken steps to not permit smoking in indoor public spaces because of health concerns of second hand smoke. These regulations extend to the Amory Farmers Market. **Smoking or use of tobacco products in the selling area is not permitted.**

Vendors are responsible for any minors or small children who accompany them to the market.

The riding of bicycles or other similar devices in the vendor / Market area is prohibited.

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Vendors shall not perform any action that reflects negatively upon the City of Amory, Amory Main Street, Inc. Amory Farmers Market, or the Amory Farmers Market Committee.

VII Violations

Any complaint against any vendors whether by a guest of the market or by other vendors will be addressed by the Market Manager. Decisions made by the manager are final.

If the Market Manager determines that a vendor is in violation of any provision that may interfere with the smooth operation of the market, penalties may be applied. Possible violations include, but are not limited to, the following:

- Not advising the market management that you will not be in attendance at the market when expected (unless there is an emergency).
- Arriving late.
- Leaving early (vendors may leave early when they have sold out of their product or in the extreme heat of summer).
- Failure to clean up an area.
- Selling items not within the guidelines of the market.
- Failure to pay fees.
- Loud profanity, threats, violence, fighting, or any other disturbance of the market’s peace.
- Smoking or using tobacco products in the selling area.
- Playing live or recorded music at a vendor’s booth that is not part of the pre-approved market management entertainment.

Penalties may range from being asked to leave for the day to permanent expulsion from the market.

VII Disclaimer

The market reserves the right to modify these rules and regulations at any time. The market reserves the right to refuse the application of any vendor at any time and for any reason.

IX Agreement to Rules

The vendor is responsible for reading these rules and signing a statement accepting said rules. *I have read the rules of the Amory Farmers Market and agree to abide by them or relinquish my right to participate in the market.*

Vendor – Printed Name & Farm/Organization

Vendor – Signed Name

& Date

Contacts Name: Carol Knight
Phone Number: 662-315-2434 Fax: 662-256-9671 Email: carolcknight03@gmail.com
Address: 129 Main Street Suite A
Amory, MS 38821

Market Committee Members: Carol Knight (Amory Main Street, Inc.), Nelson Riddle (Market Manager), Tracy Riddle, Jerry Cantrell, Devy Ferguson, Donald Ferguson, Jill Haney (Health Department Liaison), Kelly Martin (Monroe County Chamber of Commerce Liaison), BJ McClenton (MSU Extension Office), Jamie Morgan (City of Amory Liaison).

The Amory Farmers Market - Waiver Form

Please print all information clearly and return to the Market Manager at Amory Main Street, Inc. – 129 Main Street Suite A, Amory, MS 38821. You may fax or email the form to (662)256-9671 or carolcknight03@gmail.com

I, the undersigned individual/entity, do hereby agree that I, and my heirs, successors, assigns, etc. shall, during all times that I use and occupy the Amory Farmers Market, indemnify, protect, and save harmless the Amory Farmers Market, Amory Farmers Market Committee, Amory Main Street, inc., and the City of Amory, as well as the respective employees of the afore mentioned entities, harmless from any and all claims, demands for damages to property, injury and/or death to persons, damages, or losses of any kind and of any nature including attorney's fees arising from my participation in the Amory Farmers Market and assignment of space for the purpose of the Market. Any afore mentioned damage or injury that arises from my use of the assigned space, any act of mine or my agent or employee, or any occurrence in the vicinity of my booth that should arise from negligence on my part as to personal injuries received or suffered by customers, guests, vendors, or my employees shall be my responsibility. I agree that at no time am I considered an agent, servant, or employee of the City of Amory, Amory Main Street, Inc., Amory Farmers Market, or Amory Farmers Market Committee. I further understand that the Market and its agents are only providing a place for vendors to sell their commodities and are not enforcing Mississippi State Department of Health, the Department of Marine Resources, or the Mississippi Department of Agriculture and Commerce food sales to consumer regulations. The Market will seek Certified Mississippi Farmers Market status with the Mississippi Department of Agriculture and Commerce and reserves the right to prohibit vendors whose participation in the market may jeopardize the future status of the designation. I understand that it is my responsibility to know and adhere to any applicable rules and regulations. The Amory Farmers Market encourages all vendors to properly follow rules and regulations applicable to direct food sales to consumers in the state of Mississippi promulgated by the Mississippi State Department of Health, the Department of Marine Resources, or the Mississippi Department of Agriculture and Commerce. To the extent that there are defects in the premises provided to me, I shall assume the responsibility of warning guests and patrons of such defects and shall notify the Market Manager of the same. It is fully understood that I am an independent contractor and as such, the City of Amory, Amory Main Street, Inc., Amory Farmers Market, and Amory Farmers Market Committee are not liable for acts of negligence performed by me or my employees, and I agree such actions are my responsibility.

I understand that the Market and its agents are not responsible for collection of any tax that might be due to the State of Mississippi for any item deemed taxable.

I agree to be fully and entirely responsible for any damage, accidents, or injuries caused by my actions, my booth and set-up area, and my products, and/or my equipment and the same for those assisting me at the Market, and shall hold the Amory Farmers Market, Amory Farmers Market Committee, Amory Main Street, inc., and the City of Amory, as well as the respective employees of the afore mentioned entities, harmless from any and all claims, damages, or losses of any kind including attorney's fees as set forth above. This agreement remains in effect for the duration of my participation in the Market. I agree to allow the City of Amory, Amory Main Street, Inc, Amory Farmers Market, & Amory Farmers Market Committee to use my likeness as captured in photographs and video for the promotion of the Market, City of Amory, & Amory Main Street, Inc.

Printed Name, Farm/Organization: _____

Signed Name: _____

Date: _____

Market Manager Signature: _____

Date: _____

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Amory Farmers Market

Affidavit/Grower Certificate - 2013-2014 Season

I _____, County Extension Agent, in
(Printed name)
_____ County, _____ State,

certify that _____
(Name of Grower and Farm/Organization Name)

of _____,
(Address) (Zip)

is a farm producer in _____ County, on _____

total acres, and produces _____ acres of fruits, vegetables, or flowers for sale, and meets the requirement for LOCALLY GROWN produce for the purposes of sale at the Amory Farmers Market.

Local counties, as deemed by the Market Committee, are as follows: Monroe, Itawamba, Lee, Pontotoc, Chickasaw, Calhoun, Webster, Clay, Lowndes, & Oktibbeha. Please check with the Market Manager if you are bringing produce from any other county and market it on your application. The quantity of items may not be over 25% of your total allotment of items to sell.

Producer grows (list all you intend to sell at the Amory Farmers Market for the 2013-2014 season).

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

List additional crops on separate sheet provided.

Will other individuals represent you or operate your space in your absence? If yes, list names and contact information: _____

Signature of Extension Agent Date

Signature of Grower Date

Return To: Carol Knight
Address: 129 Main Street Suite A, Amory, MS 38821 (or via fax or email)

This form should be faxed to (662)256-9671 or email to carolcknight03@gmail.com

Extended sheet for crops: As a vendor at the Amory Farmers Market, you are required to list the items of produce that you will plant and sell this year. The list covers the 2013-2014 Market Season. If you fail to complete and return this list, you will not be able to participate in the market this year. You are to list only the produce that you personally will grow and sell. All vegetables except row crops are listed as the number of plants that you will plant. Row crops, such as corn, peas, beans, etc. will be listed as number of rows and row length OR by the acre.

Vegetable	# of plants	Vegetable	# of plants
Eggplant	_____	Tomato	_____
Pepper	_____	Brussels Sprouts	_____
Cabbage	_____	Cauliflower	_____
Broccoli	_____	Kohlrabi	_____
Okra	_____	Potato	_____
Sweet potato	_____	Cucumber hills	_____
Squash	_____	Cantaloupe	_____
Watermelon	_____	Honey Dew	_____
Other	_____		

Row crops	Number of rows	Row length	Acres
Corn	_____	_____	_____
English peas	_____	_____	_____
Beans – lima or butter bean	_____	_____	_____
Beans – snap or pole	_____	_____	_____
Cow peas	_____	_____	_____
Purple hull peas	_____	_____	_____
Quick pick peas	_____	_____	_____
Southern peas	_____	_____	_____
Onions	_____	_____	_____
Leeks	_____	_____	_____
Garlic	_____	_____	_____
Mustard greens	_____	_____	_____
Turnip greens	_____	_____	_____
Collard greens	_____	_____	_____
Spinach	_____	_____	_____
Kale	_____	_____	_____
Swiss chard	_____	_____	_____
Turnips	_____	_____	_____
Beets	_____	_____	_____
Rutabaga	_____	_____	_____
Carrots	_____	_____	_____

Fruits	Number of trees or bushes	Variety
Apple	_____	_____
Peach	_____	_____
Berries	_____	_____
Other	_____	_____

Value-added/Prepared Products - Please list products to be sold

Value added / prepared foods must be from a certified/licensed kitchen. Please list all local ingredients used.