**2023 RIVERFRONT FARMERS MARKET MEMBERSHIP APPLICATION-*Farmers/Producers***

Thank you for your interest in becoming a member/vendor of the Riverfront Farmers Market. Please carefully read and follow the steps below. Questions – Contact the Market Manager at [riverfrontfm@gmail.com](mailto:riverfrontfm@gmail.com).

1. Please be sure to read the Riverfront Farmers Market By-Laws and Rules and Regulations. You can find them on the website: [**http://riverfrontfarmersmarket.org/**](http://riverfrontfarmersmarket.org/)
2. Fill out the application form completely, incomplete applications will not be considered.
3. The first Market will be held on Saturday, April 1, 2023 the last Market will be held Saturday, November 18, 2023

No Market will be held on April 15th (Azalea Fest) and October 7th (Riverfest).

**NEW APPLICANTS:**

If you did not participate in the 2022 Riverfront FM there is a $20.00 non-refundable application fee which will be invoiced from Square (please check your Junk mail or let us know if you don’t see it.) If your application for membership is accepted by the Board of Directors, you will receive an invoice from Square for the required $125.00 annual membership fee which is due and payable upon receipt.

**RETURNING APPLICANTS/MEMBERS:**

If you participated in the 2022 Riverfront FM, you will be given first right of refusal if your application is received no later than Jan. 20, 2023. Once your application is received you will receive an invoice from Square for the required $125.00 annual membership fee which is due within 7 days of receipt.

**PLEASE PRINT**

Farm or Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name/s of Owner/s: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone/Cell: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Home/Business: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Website (or put none): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Facebook (or put none): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Instagram (or put none): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please estimate, by category, the percentage of your sales each category would represent.

**CATEGORY DESCRIPTIONS**

Category 1: Raw or minimally processed farm products

* Raw Fruits/Vegetables
* Eggs
* Honey
* Herbs
* Plants
* Cut flowers

Category 2: Processed Foods that require an NCDA (North Carolina Dept. of Agriculture) kitchen inspection. If ingredients used in the products below are harvested from your farm or contain ingredients produced locally indicate such.

* Baked Goods
* Jams, Jellies, Preserves
* Vinegars, Sauces, Juices
* Spices

Category 3: Products that require more stringent inspections, regulation, and usually refrigerated

* Acidified and Acid foods that require the FDA short course certification (pickles, tomato products)
* Cheeses and other dairy products
* Meat & Seafood

Category 4: Other non-consumable items you make (soap, wreaths, etc.,). Please be sure to read the Guidelines for Arts & Crafts, available on the website: [**http://riverfrontfarmersmarket.org/**](http://riverfrontfarmersmarket.org/)

Estimated % of sales per category descriptions above (total to equal 100%).

Cat. 1 %: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cat. 2 %: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cat. 3 %: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cat. 4 %: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How long have you been farming/producing these products? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name & address of farm/production location if different from above: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**PRODUCT INFORMATION**

* Please list all products you intend to sell at the Market including the beginning and end dates (months) of availability for each product. (Don’t just list “herbs”, “vegetables”, “meat” but instead list the types of herbs, vegetables, baked goods, meat, etc.)
* **Please list the original grower/producer for any carried products.**
* Board of Directors approval is required to sell additional items not included on this application.
* Please include a copy of any certification, license, etc. if required.

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| --- | --- | --- |
| Item/Product | Grower/Producer/Artisan  *(“Self”, or grower/producer & contact info)* | Availability Dates *(estimate)* |
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**VENDOR BACKGROUND INFORMATION:**

How do you currently market your products? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Do you sell at other Farmers Markets? If so, which ones and for how long? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Liability Insurance**

Please attach a copy of your product liability insurance for your business (this is a requirement for participation)

Please attach a copy of your NC Dept. of Revenue Certificate of Registration or the certificate of registration number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Farmers that sell only product they grow themselves and have an exemption please attach a copy of the exemption or provide the exemption number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicants selling products regulated by local, state, and/or federal agencies must include copies of appropriate documentation from those agencies ensuring compliance. Applications received without this documentation will be considered incomplete.)

**ACKNOWLEDGEMENT OF BY LAWS & RULES AND REGULATIONS:**

*I acknowledge that copies of the Riverfront Farmers Market Inc. By-Laws, Rules and Regulations, and Guidelines for Arts & Crafts have been made available to me and that I will abide by these By-Laws and Rules and Regulations. I also understand my participation may be terminated for violation of the By-Laws and/or Rules and Regulations. I further agree to allow representatives of the Riverfront Farmers Market to visit the premises where the products I intend to sell are produced.*

Signature Date

**HOLD HARMLESS CLAUSE AND INSURANCE:**

*All authorized vendors participating in the Riverfront Farmers Market shall be individually and severally responsible to Riverfront Farmers Market Inc. and/or the City of Wilmington for any loss, bodily or personal injury, deaths, and/or property damage that may occur as a result of the vendor’s negligence or that of its servants, agents, and employees. All vendors hereby agree to indemnify and save Riverfront Farmers Market Inc. and the City of Wilmington, its officers and employees harmless from any loss, cost, damages, and other expenses, including attorneys’ fees, suffered or incurred by Riverfront Farmers Market Inc. and/or the City of Wilmington by reason of the vendors’ negligence or that of its servants, agents and employees; provided that the vendors shall not be responsible nor required to indemnify Riverfront Farmers Market Inc. and/or the City of Wilmington for negligence of the Riverfront Farmers Market and/or City of Wilmington, its officers or employees. No insurance is provided by Riverfront Farmers Market Inc. or the City of Wilmington to participants in the Farmers Market. Participating vendors will be required to provide a signature in acknowledgement of this clause on the vendor application.*

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

Print Name

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

Signature

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

Date

*Office use only:*

*Date Received:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Fee Received/Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*