

2017 NORWOOD FARMER'S MARKET APPLICATION

Personal Name (First) _____ **(Last)** _____

Business Name _____

I am applying as a: _____ **Farmer/Fishman** _____ **Food Purveyor** _____ **Artesian**
_____ **Community** _____ **Commercial** _____ **Non-Profit** _____ **Entertainer**

Mailing Address _____

City, State, Zip Code _____

Business Phone _____ **Cell Phone** _____

Home Phone _____ **Fax** _____

E-mail _____

Web Site _____

Use the NFM as an advertising tool. Let your customers know they can visit

www.norwoodfarmersmarket.com

What do we have permission to post on the NFM site?

___ **Phone #** ___ **Address** ___ **E-mail** ___ **Web Site** ___ **DO NOT include me on Website**

2017 Participation Acknowledgment Agreement

I hereby acknowledge receipt of and agree to abide by the Norwood Farmer’s Market (NFM) Rules and Regulations. Rules and Regulations are included with this application packet and also available at our website www.norwoodfarmersmarket.com.

I hereby agree as a participant in the NFM markets, that I will indemnify and hold harmless the sponsors of the market site, the NFM, its Committee, their agents and employees, the Town of Norwood, from any and against any and all liability, claims, demands, expenses, fees, fines, penalties, suits, proceedings, actions and causes of action of any and every kind of nature arising or growing out of or in any way connected with my/our use or occupancy as a participant in a NFM certified farmers market or related activity.

I hereby agree as a participant in the NFM certified farmers’ markets that I will maintain vehicle liability insurance and, where applicable, product liability, insurance, in effect as long as I am a participant in any NFM certified farmers’ market.

I hereby certify that I have the authority to sign this acknowledgement/agreement as the participant or the participant’s representative. By the signing this acknowledgement/agreement I acknowledge that a representative of the NFM is hereby given permission to, by appointment, visit the location (s) where by product (s) is/are produced to verify compliance with the NFM Rules and Regulations.

Signature	Date
Personal Name (please print)	Business Company Name (as listed on permits)
Mailing Street Address	City State Zip
Telephone	

Norwood Farmer's Market

2017 Farmers Market Vendor Application

Thank you for your interest in the Norwood Farmers' Market.

The 2017 Market Season Dates: Every Tuesday Noon- 5:30pm

Starting June 13, 2017 - Ending October 10, 2017

**excluding 4th of July

The Market is always looking for farmers, food purveyors and artisans to add more crop diversity, unique foods and crafts. All items must be grown, produced or crafted by you.

Please follow these guidelines to complete the application:

1. Fill out the entire application and sign.
2. Sign the Participation Acknowledgement/Agreement and
3. Enclose your check for fee (which will only be cashed if you are accepted).
4. Attached all relative documentation needed to complete application.

MAKE BOOTH RENTAL CHECKS PAYABLE TO:

Friends of Norwood Center LTD

Once your application is received, our Market Advisory Board will review your application and respond back as soon as possible.

Please return the completed application to:

Norwood Farmers Market
Attention: Laurie Shea Market Manager
30 Fulton Street
Norwood, MA 02062

Please contact Laurie Shea

With any questions about the market.

laurie@norwoodfarmersmarket.com or 781-603-6771

**WE LOOK FORWARD TO RECEIVING YOUR COMPLETED APPLICATION
SHORTLY!**

Norwood Farmer's Market

Market Rules

1. Market Location: Town Common

Washington St./ Nahatan St.

Norwood, MA. 02062

2. Market Dates: Please see full schedule on page 8

3. Market Hours: (Rain or Shine) 12:00-5:30

II. Terms and Conditions of Sales

1. All persons desiring to sell items at the Market will submit a completed Norwood Farmer's Market application/inventory list ("Application") on a form provided by the Market and each person must sign a statement indication that they have read, understand, and agree to abide by the rules of the Market.

2. All persons submitting an Application must provide an Inventory List of items to be sold at the Market ("List"). The submitted List will be examined at the time of the application review and an approved List will be issued by the Market Manager. Persons approved to sell at the Market ("Vendors") may only sell items from their List.

3. In the event that a Vendor would like to modify his/her List, an amended inventory list must be submitted to the Market Manager for approval. New items identified on the amended inventory list may not be sold prior to the Market Manager's approval.

4. Only the following, regionally grown or produced items that meet all applicable Federal, State and local Rules and Regulations and approved by the Market Manager may be offered for sale:

- A. Fresh fruits
- B. Fresh vegetables and herbs
- C. Plants and flowers
- D. Honey and maple syrup
- E. Fresh cider

- F. Dairy products
- G. Poultry and meat products
- H. Baked goods
- I. Specialty food products produced in New England
- J. Other

5. Farmer grown and produced shall mean the following,

A. Pertaining to all the items mentioned in Paragraph 4 above, all pruning, spraying, fertilizing, and harvesting is undertaken by the farmer, members of the farmer's household or persons directly employed and paid by the farmer. This may include items grown on land under written lease or license, provided that the farmer who leased or licensed the land undertakes all of the above activities. Farmers may sell another farm's products provided a sign is posted clearly stating the farm where the product was grown.

B. Any farmer intending to sell products grown on leased or licensed land must furnish a copy of the lease or license agreement to the Market Manager at the time of submitting his/her List.

6. All items offered for sale at the Market must be first quality, unless they are expressly posted as "seconds".

7. Only products certified by Bay state Organic Certifiers as organic may be labeled "organic".

8. All processed foods should comply with the requirements set forth by Federal, State and local laws, Rules and Regulation.

9. Items may be sold by the pound, bunch, piece, or measured container.

10. Scales utilized at farmers' markets must be inspected and sealed annually by the Sealer of Weights and Measures.

11. Vendors are urged to carry insurance to cover the extent of their operations and liabilities.

12. Vendors are required to comply with all Federal, State and or local laws and regulations.

II. Prices and Signs

1. Prices for all items for sale shall be posted clearly on a sign. No item shall be sold unless the price of this item is clearly displayed or on a price tag on this item.
2. Prices for items shall be established only by the individual Vendors.
3. Collusion among Vendors to raise or lower prices or to exert pressure or persuasion to cause any Vendor to increase or decrease selling prices is prohibited.
4. Each Vendor must post the name and location of his/her farm or business at his/her assigned selling area in the Market.

III. Daily Operations

1. If a Vendor cannot attend the Market, The Market Manager must be notified at least 48 hours, if possible, in advance via telephone at [insert number].
2. Selling at the market shall begin promptly at [insert time], and no selling may take place before this time.
3. Vendors shall arrive no earlier than [insert time] to set up displays.
4. Vendors must agree to sell for the entire market day.
5. Vendors must vacate the selling area no later than [insert time] and all clean-up must be completed.
6. No vendor shall engage in solicitation, collection drives, political or religious activities in the market, No loud hawking of items is allowed.
7. Vendors must keep the vicinity in and around their selling area clean at all times and revoke all refuse and unsold items at the end of each Market day.
8. Vendors must provide an approved trash receptacle when selling ready-to eat items.
9. Vendors must be courteous to other Vendors and to the public at all times. Vendors and their agents, employees and representative must maintain a neat and clean personal appearance at all times.
10. No Vendor shall smoke tobacco, drink alcohol and/or possess or use any controlled substance while at the market.

IV. Grievances

1. In the event of a dispute regarding any aspect of the Market, the Market Manager shall make a decision. Any failure to abide by the Market Manager's decision may be sufficient grounds for excluding the Vendor from the Market.
2. A Vendor may file an appeal from the Market Manager's decision, in writing, to a committee made up of officials, Vendors, sponsors, community groups or like entities of the market and established by the Market ("Grievance Committee"). Any appeal must be filed within ten (10) days of the decision.
3. Upon receipt of an appeal, the matter will be reviewed expeditiously.
4. If the Market does not establish a Grievance Committee, it shall make arrangements with the Massachusetts Office of Dispute Resolutions or a similar organization to process complaints.
5. The Grievance Committee will take no more than ten (10) days from receipt of the appeal to make its decision. During this time, the Vendor must adhere to the original decision of the Market Manager with no right to restitution for any losses.

Norwood Farmer's Market

Time: Noon-5:30

Norwood Town Common at the cross of Washington St. And Nahatan St.

When would you like to sell? (Please fill in the appropriate boxes)

Market Operation

NUMBER OF 10' X 10' SPACES _____

Please select days you will attend the market. Please note to secure your space and receive full season discount payments must be made by April 1, 2017

DATES OF MARKET:

June 13, 2017_____, June 20, 2017____ June27, 2017_____

July11, 2017____, July 18, 2017____ July25, 2017_____

August 1, 2017____, Aug. 8, 2017,____ Aug. 15, 2017____ Aug. 22, 2017_____

Aug. 29, 2017_____

September 5, 2017____, Sept.12, 2017____, Sept.19, 2017____, Sept. 26, 2017____

October 3, 2017____, October 10, 2017____

ALL SEASON-All below dates = \$300.00_____

(Full season commitment reflects a discount of \$125.00)

Total # of weeks selected ____ @ \$25.00 per week =_____

***Please make checks payable to: The Friends of Norwood Center LTD.**

Mail to: Laurie Shea NFM Manager

30 Fulton Street

Norwood, MA. 02062

or e-mail to: laurie@norwoodfarmersmarket.com

I agree to abide by all NFM Rules and Regulations and have signed the Participation Acknowledgement/Agreement. I have enclosed all the pertinent documents for my category. (i.e. Farmer Food Purveyor, Fisherman, Artisan, etc.).

NFM cancellation policy requires a minimum of 48 hrs. notice prior to the start time of the market, so as not to incur your booth fee. You can either call or e-mail one of the Market Managers. If the cancellation is late or there is not record verifying your cancellation, you will be required to pay the booth fee for the market day you did not attend,

Member's Signature _____ Date _____

Norwood Farmer's Market

List of Documents needed for a complete application.

(All checks sent in will only be cashed after you are approved and will be returned to you if you are not.)

FARMER

- ___ Application filled out completely
- ___ Signed Participation/Acknowledgement Agreement
- ___ Booth fee for each 10 x 10 space per week. Contact us if you require additional space.
- ___ Farmers' Market Form A (inventory list)
- ___ Biography Form B
- ___ A copy of up to \$1,000,000 Business & Product Liability Insurance
- ___ Board of Health Application and \$50 permit fee (for any processed/value added foods or if you plan to serve, cut or offer samples of any food, fruit or vegetable).
- ___ If applicable, please include any/all of the following;
 - ___ Local/State permits
 - ___ State Organic Registration
 - ___ 3rd Party Organic Certification Agency (CCOF, QAI, MOCA)
 - ___ Property Lease Agreement
 - ___ Nursery Stock License

FISHERMEN

- ___ Application filled out completely
- ___ Signed Participation/Acknowledgement Agreement
- ___ Booth fee for each 10 x 10 space per week. Contact us if you require additional space.
- ___ Biography Form B
- ___ List of fish you catch (include seasons)
- ___ Copies of all necessary permits (local, state, etc)
- ___ Board of Health Application and \$50 permit fee (for any processed/value added foods or if you plan to serve, cut or offer samples of any food, fruit or vegetable).
- ___ Copy of up to \$1,000,000 Business & Product Liability Insurance

FOOD PURVEYOR

- _____ Application filled out completely
- _____ Signed Participation/Acknowledgement Agreement
- _____ Booth fee for each 10 x 10 space per week. Contact us if you require additional space
- _____ Copies of all necessary permits (local, state, etc)
- _____ Copy of MA Sellers Permit
- _____ Copy of up to \$1,000,000 Business & Product Liability Insurance
- _____ Board of Health Application and permit fee (for any processed/value added foods or if you plan to serve, cut or offer samples of any food, fruit or vegetable).

ARTISAN

- _____ Application filled out completely
- _____ Signed Participation/Acknowledgement Agreement
- _____ Booth fee for each 10 x 10 space per week. Contact us if you require additional space
- _____ Artisan information/ Biography
- _____ 2 photos of your products labeled with your name. (Photos will be not be returned and will be kept on file).
- _____ Copy of your MA seller's license. Local Board of Health Regulations apply.

Norwood Farmer's Market

Farmers' Market Inventory List Form A

All growers must fill out this list and sign it before selling at the market.

Name _____ Telephone _____

Farm _____

Address _____

City _____ State _____ Zip code _____

Products I plan to grow for sale (Check Items):

Vegetables:

- | | | |
|-------------------------------------------|------------------------------------------|--------------------------------------------|
| <input type="checkbox"/> Asparagus | <input type="checkbox"/> Beans – Green | <input type="checkbox"/> Beans – String |
| <input type="checkbox"/> Beans – Wax | <input type="checkbox"/> Beets | <input type="checkbox"/> Broccoli |
| <input type="checkbox"/> Cabbage | <input type="checkbox"/> Carrots | <input type="checkbox"/> Cauliflower |
| <input type="checkbox"/> Celery | <input type="checkbox"/> Corn | <input type="checkbox"/> Cucumbers |
| <input type="checkbox"/> Eggplant | <input type="checkbox"/> Greens-Collard | <input type="checkbox"/> Greens-Mustard |
| <input type="checkbox"/> Greens-Turnip | <input type="checkbox"/> Kale | <input type="checkbox"/> Kohlrabi |
| <input type="checkbox"/> Lettuce – Boston | <input type="checkbox"/> Lettuce-Romaine | <input type="checkbox"/> Lettuce-Red Leaf |
| <input type="checkbox"/> Onion-Yellow | <input type="checkbox"/> Peas | <input type="checkbox"/> Pepper-Green |
| <input type="checkbox"/> Peppers-Hot | <input type="checkbox"/> Potatoes-White | <input type="checkbox"/> Potatoes-Sweet |
| <input type="checkbox"/> Pumpkins | <input type="checkbox"/> Radishes | <input type="checkbox"/> Scallion |
| <input type="checkbox"/> Spinach | <input type="checkbox"/> Squash-Summer | <input type="checkbox"/> Squash-Winter |
| <input type="checkbox"/> Squash-Zucchini | <input type="checkbox"/> Tomatoes-Green | <input type="checkbox"/> Tomatoes-Vineripe |
| <input type="checkbox"/> Turnip | | |

Other vegetables _____

Fruits, Berries, Melons:

- | | | |
|---------------------------------------|---------------------------------------|--------------------------------------|
| <input type="checkbox"/> Apples | <input type="checkbox"/> Blackberries | <input type="checkbox"/> Blueberries |
| <input type="checkbox"/> Cantaloupe | <input type="checkbox"/> Nectarines | <input type="checkbox"/> Peaches |
| <input type="checkbox"/> Pears | <input type="checkbox"/> Plums | <input type="checkbox"/> Raspberries |
| <input type="checkbox"/> Strawberries | <input type="checkbox"/> Watermelon | |

Other fruits, berries or melons _____

Herbs:

- | | | |
|----------------------------------|-----------------------------------|----------------------------------|
| <input type="checkbox"/> Basil | <input type="checkbox"/> Mint | <input type="checkbox"/> Oregano |
| <input type="checkbox"/> Parsley | <input type="checkbox"/> Rosemary | <input type="checkbox"/> Sage |

Other herbs _____

Ornamental Crops

___ Bedding Plants
___ Mums

___ Cut Flowers
___ Wild Flowers

___ Hanging Plants

Other ornamental crops _____

Other Products

___ Apple Cider
___ Eggs
___ Maple Syrup

___ Baked Goods
___ Honey
___ Meat
Chicken/Turkey products

___ Cheese
___ Jam/Jelly

Other products _____

I, _____, have read the Norwood Farmers' Market rules. My employees and I understand them and I agree that we will follow them.

Signature

Date

Norwood Farmer's Market

Farm/Fisherman Business Biography Form B

Questions to answer (feel free to use another piece of paper to cover these questions)

Which farmer's markets do you currently sell at? _____

Varieties, heirloom, or specialty crops you grow and are most proud of/why? _____

Farm land: total acres, county/counties you grow in _____

Family farming history: _____

Farming Practices (please circle) Conventional Transitional Organic

If you are organic, how long have you been certified and by which 3rd party certifier? _____

If you are transitional, when will you complete your transition period to organic? _____

What methods of pest control do you use? _____

What fertilizers do you use? _____

How has (or will) the farmers' market helped you grow your business? _____

Norwood Farmer's Market

Food Purveyors Form C

Please check all that apply:

I am a pre-packaged Food Purveyor (I prepare my food at an approved commissary)

I prepare food on site for on site consumption.

I sample the products I sell.

It is our mission to be a substantial community, which means supporting each other. To do this, it is ideal for a baker, for example, to buy their strawberries from one of the farmers at the market instead of Costco. Cross promotion of all products in our Markets whenever possible is the goal. Could you list any and all farmers or food purveyor products that you presently use?

If you do not presently use fruits or vegetables sold at the market, then where do you purchase these items?

Please list other markets or events you are currently attending.

Request to sell the following products:

Please list everything you wish to sell (attach own list, if needed). All products are subject to approval. We may approve all or only some of your products; this will be based on the Market demand.

Product	Approximate Price	NFM Approval
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