

**Second Street Farmers Market**  
**Application 2020**

**VENDOR or BUSINESS NAME:** \_\_\_\_\_

**CONTACT PERSON:** \_\_\_\_\_

**STREET ADDRESS:** \_\_\_\_\_

**CITY/STATE/ZIP:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

What type of produce/products do you intend to sell at the market? Please be specific. May email sample pictures. \_\_\_\_\_

I am applying as a:

\_\_\_ **Sustaining Farmer/Artisan:** Regular supporting vendor committing to at least 16 weeks throughout the season and participation in 2 vendor meetings (preseason, mid-season, wrap-up). Assigned permanent space each season. First option to participate in special markets outside of regular season. Agree to possible site visit.

\_\_\_ **Weekly Vendor:** Sell on weekly basis as space is available. Must contact market manager no later than Tuesday prior to week planning to participate. Agree to possible farm visit and/or submit photos of products.

I lieu of table fees, a fee of 10% of sales will be collected at the end of each market day to help subsidize market and management costs.

I DO/DO NOT (select one) give permission for any photos, videos, audio or other recordings or images in which I appear to be used by Second Stage or Amherst County for promotional purposes.

I have read, understand, and agree to comply with the Second Street Farmers Market Policies. I further certify that all products offered for sale are grown or produced by myself and that I will not offer items purchased for resale.

**SIGNATURE:** \_\_\_\_\_

**PRINTED NAME:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

## **Second Street Farmers Market**

### **Policies 2020**

**MISSION:** Second Street Farmers Market is a dynamic producer-only marketplace that promotes the sale of agricultural and specialty products, and encourages better nutrition through healthy food preparation and eating habits. The market offers a lively community gathering place featuring local farmers, artisans, musicians, and other entertainments to enhance the consumer experience.

**LOCATION:** The Market is located on the grounds of Second Stage at 194 2<sup>nd</sup> St., the corner of Washington and Second Streets, in downtown Amherst, VA 24521.

#### **ELIGIBLE VENDORS LIVE IN AMHERST AND SURROUNDING COUNTIES:**

This Market is a producers only market. A **Producer** is defined as a person(s) who grows, produces, or makes the product. Producers may sell farm and kitchen products as well as arts and crafts however, live animal sales are not permitted. No purchased items are permitted for resale at the market. All items are subject to pre-approval by the market manager.

Vendors must be willing to answer questions about their products and possible verification, including a site visit. Failure to participate in a site visit, verification requests, or providing inaccurate information will result in restriction of products or dismissal from the market.

Vendors are expected to comply with all applicable state regulations for food products. Vendors are solely held liable for their own products. Vendors are responsible for reporting weekly sales and paying the 10% sales fee prior to leaving the site. Payment of applicable sales tax is the responsibility of the vendor.

**MARKET DATES AND HOURS:** The Market will be held from the first Thursday in May through the last Thursday in September from 3:30 – 6:30. Set-up will begin at 2:30 and all vehicles must be moved outside of the market area by 3:15. Vendors may begin preliminary take down prior to 6:30 as long as it does not impact customers or other vendors. Vehicles will not be allowed in the market area until 6:30. Accurate sales information must be reported and fees paid to the market manager before leaving the market.

Sustaining vendors should make every attempt to contact the manager by phone (757-268-2299) prior to 2:30 on Thursday if unable to attend on any given week. Should a sustaining vendor not arrive by 3:00, their space may be assigned to a weekly vendor. Weekly vendors must check in with the market manager upon arrival and will be assigned a temporary space as available.

**SPACES:** All spaces are 10' wide and 10' deep. A maximum of two spaces may be assigned to a single vendor. As a courtesy to fellow vendors, displays and tents must not extend beyond the limits of the assigned space. The market manager determines the location of each vendor and, if necessary, may request that a vendor relocate. Vendors may bring additional workers as needed. Each vendor is responsible for setting up his/her stand in an attractive manner and keeping boxes and supplies stored out of sight. All equipment and furnishings are the responsibility of the vendor.

**OTHER:**

- Prices for items must be clearly displayed.
- Foods must have ingredient and preparation labeling that follow state regulations.
- DO NOT use the word “organic” or any other marketing terms that require specific certification.
- Remove all trash, debris, boxes, etc at the conclusion of each market to avoid a cleanup charge.

**VENDOR STANDARDS OF CONDUCT:**

- Treat individuals, fellow vendors, and management with respect, courtesy, and tact.
- Promote safe operations and comply with all safety and health regulations. Report hazards promptly so they may be corrected before injuries result.
- Provide the highest level of customer service possible.
- Comply with all Market policies.

**Vendors who engage in any of the following are subject to suspension or expulsion from the Market:**

- Careless or willful destruction of Market property.
- Use of any tobacco products while on the premises.
- Manufacturing, distributing, possessing, using or being under the influence of alcohol or illegal drugs while at the market.
- Threatening or assaulting a fellow vendor, market management, or the public.
- Using obscene language toward fellow vendors, market management, or the public.
- Using racist, sexist, or ethnic slurs.
- Sexually harassing fellow vendors, market management, or customers.
- Bringing a gun, knife, or other weapon, concealed or displayed, onto Second State premises.
- Engaging in rude or unprofessional behavior or disorderly conduct, even if the behavior is not expressly forbidden by regulation or laws.

**Vendors shall hold Second Street Farmers Market, Second Stage Management, Amherst County, and the Town of Amherst harmless from any liability whatsoever that results from their activities at the Second Street Market.**

**Please retain the Farmers Market Policy for future reference.  
Questions/Comments: [secondstageamherst@gmail.com](mailto:secondstageamherst@gmail.com)**