



2020 Project GROWS Farmer's Market Producer Application

All vendors must complete the following application and sign this agreement prior to vending at the Project GROWS Farmers Markets. Applications and all necessary attachments are due March 31st, 2020. All other applications submitted after the deadline will be considered on a rolling basis.

1. Please read the 2020 Farmer's Market Guidelines provided by the Market Manager, then fill out the following application completely along with the Producer Certificate also provided to you by the Market Manager.
2. Submit your Vendor Application and Producer/Vendor Certificate via email to Project GROWS: megan@projectgrows.org or mail to:
Project GROWS
Attn: Market Manager
PO Box 781
Staunton, Virginia 24402

BUSINESS AND VENDOR INFORMATION

Business name: _____

Your Name: _____

Phone: _____

Email: _____

Mailing Address:

Farm/Business address:

Who will be the principle representative of your business at Market?

Name: _____

Phone: _____ Email: _____

Address: _____

Please list **ALL** business owners/family members who will represent your business at the market, and their contact info, residential addresses and a brief description of their role:

Name	Phone/Email	Address	Role

Does your business have a website?

Yes

No

If you answered yes, please provide the website URL.

Market Interest:

Please mark which of the Project GROWS Market(s) you are applying to: (check both boxes if interested in both markets)

North Augusta Farmer's Market: Wednesdays from 11:00 a.m. - 3:00 p.m.

(May 6th - October 28th)

Waynesboro Farmer's Market: Saturdays from 9:00 a.m. - 1:00 p.m.

(May 2nd-September 26th)

The 2020 North Augusta Farmer's Market season runs from **May 6th to October 30th**. The Waynesboro Farmers Market season runs from **May 2nd to September 26th**. Please indicate when you plan to start coming to the market and when you are likely to finish.

FULL TIME vendors will be present during the entire market season with no more than 3 absences.

PART TIME vendors will be present 2-3x per month on a consistent schedule.

FILL IN vendors will be present 1x per month or fill in as needed.

North Augusta Farmer's Market (NAFM)

- I plan on being a FULL TIME vendor at the NAFM
- I plan on being a PART TIME vendor at the NAFM
- I plan on being a FILL IN vendor at the NAFM

I will start attending the market on this date: _____, and will be finished for the season on or about this date:_____.

Waynesboro Farmer's Market (WFM)

- I plan on being a FULL TIME vendor at the WFM
- I plan on being a PART TIME vendor at the WFM
- I plan on being a FILL IN vendor at the WFM

I will start attending the market on this date: _____, and will be finished for the season on or about this date:_____.

To ensure a reserved space for the entire season for one or both markets you can prepay \$50, or you may expand your space at one or both markets for a total of \$100. You can also choose to pay by the day for each market if you do not wish to commit to the entire season. If you choose this option, it is \$10 a day as you go (up to a maximum of \$60 per market season).

Please indicate how you plan on paying:

- I plan to reserve space for the Wednesday and/or Saturday market season for \$50.
- I plan to reserve a double space for the Wednesday and/or Saturday market season for \$100.
- I plan to pay as I go (up to a maximum of \$60)

If you plan on paying as you go, please indicate which months you plan on attending and how many markets per month :

Months I plan on attending:

I plan on attending _____ market days per month.

To ensure having a full market for our customers, please indicate days you will be absent from the market:

I will be absent on these days:

PRODUCT CATEGORIES

This is where you let us know what you intend to sell at Market. Please estimate, by category, the percentage of total sales each category represents (total to equal 100%.) **For each category that applies to your sales, circle the general types of products that you intend to sell at Market and list individual products as well.**

CATEGORY 1: Estimated % of sales: _____

Raw or minimally processed farm products

Raw Vegetables and fruits:

Eggs:

Honey:

Herbs:

Bedding Plants:

Landscape Plants:

Cut flowers:

Other:

CATEGORY 2: Estimated % of sales: _____

Prepared/Processed Foods that may require a VDACS (Virginia Department of Agriculture & Consumer Services) kitchen inspection – refer to VDACS for exemptions. If ingredients used in the products below are harvested from your farm, please indicate which ones.

Baked goods:

Jams, Jellies, Preserves:

Vinegars:

Juices, Coffee, Tea:

Other:

CATEGORY 3: Estimated % of sales: _____

Other Value Added Products: These are products that require more stringent inspections, regulation, and usually refrigeration.

Acidified foods like pickles, relishes, and sauces:

Cheese and other dairy products:

Meat:

Fish:

Other:

CATEGORY 4: Estimated % of sales: _____

Crafts: All craft/artisan applications must include 4 photographs or slides showing a representation of the items to be sold or if online indicate where to view them.

Farm Crafts (produced predominantly from materials grown or harvested by craft person):

Non-Farm Crafts (made with products not grown or harvested by craft person):

BACKGROUND INFORMATION:

Please answer all applicable questions based on your product categories listed above. Please be as descriptive as possible when answering the below questions so that we can better evaluate your application. You may answer these questions (as applicable) on a separate document if you wish.

ALL VENDORS: General Background information

1. Do you produce what you plan on selling?
 - Yes
 - No

2. Do you have Liability Insurance for the Market?
 - Yes
 - No

3. Approximately how many miles will you travel to market? _____.

4. Is your business women-owned? Ownership refers to the equity, interest, or stock of the business. Select 'yes' if 51% or more of your business is women-owned.
 - Yes
 - No

5. Including yourself, how many people worked for your business either seasonally or year-round? Please include family workers (paid and unpaid), hired production or office workers, people hired to sell at markets, contract or custom hired farm labor, and paid interns or apprentices.

Seasonal (worked 149 days or less): _____

Year-round (worked 150 days or more): _____

6. Which of the following best describes the primary owner of your business? Ownership refers to the equity, interest, or stock of the business. Circle all that apply:
 - White (not Hispanic or Latino)
 - Hispanic or Latino
 - Black or African American
 - American Indian or Alaska Native
 - Asian or Asian American
 - Multi-Racial
 - Prefer not to answer

7. Is the primary owner of your business younger than 35 years of age? Ownership refers to the equity, interest, or stock of the business. Select 'yes' if 51% or more of your business is owned by someone younger than 35 years of age.

- Yes
 No

ALL VENDORS: Marketing Background Information

1. How do you currently market your products?
2. Have you ever sold or do you currently sell at a Farmers' Market?
 Yes
 No
3. Have you ever been to either the Waynesboro Market or the North Augusta Farmer's Market?
 Yes
 No
4. Is there anything else you want us to know about your products, experiences, or plans?

FARM VENDOR Background information:

1. How many years has the primary owner/operator of your farm been farming?
 Less than 1 year
 Between 1-5 years
 Between 5-10 years
 Over 10 years
2. Does your farm or business hold Organic Certification (or in the 3-year transition process)?
 Yes
 No
3. What other independently-verified certifications does your business hold? (e.g. Certified Naturally Grown, Animal Welfare Approved, etc.)

4. How many acres does your farm business:
Own _____ acres.
Lease _____ acres.
5. How many acres do you cultivate or use for grazing?
 Less than 1 acre
 Between 1 and 5 acres
 Over 5 acres
6. Do you have a farm stand at your farm?
 Yes
 No

PREPARED FOOD VENDOR Background Info:

1. How long have you produced the items you want to sell?
 Less than 1 year
 Between 1-5 years
 Between 5-10 years
 Over 10 years'
2. Do you plan to be or are you registered with the Virginia Department of Health?
 Yes
 No
3. In reviewing your application would you be willing to bring us a sample of your work?
 Yes
 No
4. Do you plan on using any local ingredients?
 Yes
 No

(Please describe how and from where you source your ingredients.)

5. Are you ServSafe certified?
 Yes
 No
6. Have you ever worked in a professional kitchen? *(Please describe your past kitchen experience.)*
 Yes
 No

CRAFT VENDOR Background Information:

1. What background do you have in your craft?
2. What raw materials do you use?
3. Where do you get your raw materials?
4. What makes your craft unique?

FARMER/VENDOR PROMOTION

*Please fill out the question below if you would like to be a featured farmer/featured vendor on our Market facebook, newsletter, and other social media outlets. **If you do not fill this section out, it will be assumed you do not want to participate in the weekly featured farmer and may never get a shout out in our social media platforms.***

In your own words, briefly describe your business in two to four sentences: (ex: "Four Corners is a multi-generational, family-friendly farm that practices chemical-free agriculture, growing nutrient-dense food for our local area. You can find us at the Waynesboro market on Saturday mornings with fresh salad greens, summer squash, and delicious juicy tomatoes from May through September")

I acknowledge that I have read the entirety of the “2020 Project GROWS Farmer’s Market Guidelines” and that I will abide by these rules. I also understand my right to sell at the Market may be terminated for violation of these rules. I further agree to allow representatives of the Project GROWS Farmer’s Markets to visit the premises where the products I intend to sell are produced.

PRINTED NAME: _____

SIGNATURE DATE

Applicants please do not write below this line

Application received by _____ Date: _____

Site visit made by _____ Date: _____

Vendor approved to sell at:

- North Augusta Farmer’s Market
- Waynesboro Farmer’s Market
- Both

Application approved by _____ Date: _____