

FARMERS' MARKET at Poplar Grove

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Application to sell at the 2018 FARMERS' MARKET at Poplar Grove Wednesdays, April 18, 2018 – Sept. 26, 2018 from 8AM – 1PM

Thank you for your interest in the Wednesday morning FARMERS' MARKET at Poplar Grove.

- Please carefully read the **By-Laws and Fees, Rules & Regulations** on the website before filling out this application. If you are applying for craft vendor status, you must also read the **Non-Farm Crafts Guidelines** on the website.
- All **returning** vendors must submit the completed application and annual membership fee (non-refundable, payable to Poplar Grove Foundation, Inc.)
- All **new** market applicants must submit the completed application, photographs, and non-refundable \$20.00 application fee, payable to Poplar Grove Foundation, Inc. Vendors are encouraged to submit applications early as the market reserves the right to limit entries to avoid repetition. Annual membership fee is due upon acceptance.
- Please fill out the application form **completely**, including the listing of all products to be sold. **Incomplete applications will not be considered. Final acceptance/rejection may require a farm/business visit.**
- You will be notified by email, unless you include a self-addressed stamped envelope. Submit your application to: Poplar Grove ▪ FARMERS' MARKET ▪ 10200 HWY 17N ▪ Wilmington, NC 28411

Submit questions and/or inquiries to suzette@poplargrove.org. No phone calls, please.

Farm/Business Name _____

Name of Owner(s) _____

Mailing Address _____ City _____ State _____

Zip _____ County _____

Phone (____) _____ - _____ Email _____

Website/Facebook/Social Media Address _____

If someone else will be working your booth, please provide name(s), phone # & email address:

All vendors are required to provide a copy of your NC Department of Revenue Certificate of Registration or the certificate of registration number.

Attach a copy of your CoR, or provide the number here: _____

Farmers that sell only product they grow themselves and have an exemption are required to either attach a copy of the exemption, or provide the exemption number here: _____

NC Department of Revenue requires your CoR or exemption to be prominently displayed during the Farmers' Market hours of operation.

For which vendor category are you applying? Please check one. (See *Fees, Rules & Regulations* for more information).

_____ *Full-time NEW VENDOR 2018: 18 – 24 markets: annual membership fee \$75.00; daily rate \$15.00

_____ *Full-time RETURNING 2017 VENDORS: annual membership fee \$75.00; daily rate \$12.00

_____ Part-time: 8 – 14 markets: annual membership fee \$35.00; daily rate \$20.00

_____ Non-profit: 1 – 7 markets no charge; 7+ markets \$10.00 daily rate; no annual fee

_____ Guest limited to 2 markets. No charge. Please contact suzette@poplargo.org requesting to participate as a guest vendor.

_____ Guests 3 – 7 visits; \$25.00 daily rate; no annual fee. Pre-approved as a guest vendor.

***2 or more consecutive cancellations will forfeit your assigned booth space.**

Product Categories: Let us know what you intend to sell at the market & generally what percentage will comprise the total products to be sold. ***Please be as specific and thorough as possible when listing your individual products to sell. Any products not listed here require review for future approval.***

Category 1: Raw or minimally processed farm products:

Raw Vegetables & Fruits, Eggs, Honey, Herbs, Bedding Plants, Landscape Plants
Cut Flowers, Other

Estimated Sale % _____ Carry % _____ Grown yourself % _____

Category 2: Processed foods that require a NCDA (North Carolina Department of Agriculture) kitchen inspection:

Baked Goods, Jams, Jellies, Preserves, Vinegars, Juices, Coffee, Tea

Estimated Sales % _____ Carry% _____ Produced/Grown yourself % _____

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

Acidified foods (pickles, relishes, tomato products requiring FDA short course certification)

Cheeses and other dairy products, Meat & Seafood

Estimated Sales % _____ Carry% _____ Produced/Grown yourself % _____

Category 4: Fine Arts and Heritage Crafts

Fine Arts must be composed and/or constructed by the applying artist and subject to review for quality and originality. Heritage Crafts must be hand-made by the applying artist and subject to review. Upcycling is permitted but is subject to review.

Composed, constructed, and/or hand-made is defined as those artists and heritage crafts persons using a mix of concrete materials and/or ingredients to create something original based upon the core principles and foundation of the subject area.

If you are applying for Fine Arts and Heritage Crafts Vendor status, you must also read **Arts/Crafts Guidelines** on the website. All fine art and heritage crafts applications must include at least 5 examples of the items to be sold; digital photos are preferred. Email to: suzette@poplargo.org. Examples may be required in some cases.

You will only be allowed to sell items that are specifically listed on the supplied page. Any products that are added during the year will have to be approved by the market manager prior to selling.

Operating dates for the 2018 FARMERS' MARKET
Wednesday, April 18 – Wednesday, Sept. 26th, 2018

Please indicate the months/days you will be able to participate as accurately as possible.

✓	Apr	✓	May	✓	June	✓	July	✓	Aug	✓	Sept
			2		6		4		1		5
			9		13		11		8		12
	18		16		20		18		15		19
	25		23		27		25		22		26
			30						29		

Full-time vendors indicate a minimum of 18-24 market days; part-time vendors 8-17 days. We realize that produce vendors may not be able to predict the exact dates, so please do the best you can.

All booth spaces are 10x10; vendors must provide own tent (weighted), chairs & display items.

Full-time vendors will be designated permanent booth assignments. Please note that full-time booth assignments may or may not have space for a vehicle; please provide the approximate size of your vehicle, plus trailer (if any, include trailer tongue) you would be selling from if such space is available_____.

Part-time fine arts and heritage craft and guest and non-profit vendors booth assignments are on a first come/first serve basis; thus, booth spaces will be designated on morning of participation and based upon your arrival time. *Special consideration will be given to part-time or guest farmers only.*

Layouts will be emailed on the Monday before each market Wednesday.

Do you require electricity? _____ yes _____ no

PRODUCT INFORMATION

Please provide a **complete** list of products that you intend to sell at the market, including the beginning and end dates (months) of availability for each product (attach additional pages if necessary). **Please be as specific and thorough as possible when listing your individual products to sell, include varieties and**

