

Ferry Street Growers' Market

2020 Registration Form

Farm/Business Name _____

Name _____

Address _____

City _____ State _____ Zip Code _____

Home Phone Number () _____ Other Phone () _____

Email Address: _____

Type of Vendor (choose one): ___ Full Time (3 spaces) ___ Part Time (2 spaces up 12weeks)

___ 501c3 (non selling, agriculture education) *contact for more information

PRODUCT PLAN: List all horticultural products, farm foods, and farm goods you intend to sell at our market this season, attach additional sheet if necessary. All products must be locally grown or produced by the vendor.

If you have any questions, please contact:

Mark Cramer

(570) 764-7606

mbcramer@outlook.com

Please mail registration form and payment (*payable to Ferry Street Growers' Market*) to:

David Knoebel

PO Box 312

Elysburg, PA 17824

I hereby acknowledge I have read and understood the enclosed market guidelines and agree to abide by these in consideration of obtaining a vendor space at the Ferry Street Growers' Market.

Signed: _____
2019

Date: _____

MARKET GUIDELINES

All Insurance and Certificates pertaining to your operation must be attached. These may include, but are not limited to:

Certificate of Liability Insurance

PDA Kitchen Certificate

ServSafe Certification

USDA Organic Certification

Certified Naturally Grown Certificate

Request for additional space: Y / N (circle one) Additional space is not guaranteed. The Board of Directors reserves the right to limit the number of additional space requests granted.

Registration Form for the 2020 Market Season must be received by April 1, 2020.

FULL TIME VENDORS (3 parking spaces) fees non-refundable

PAYMENT	AMOUNT	DUE DATE	MARK PAYMENT(S) INCLUDED
Full Season Payment	\$360		
1 st Installment Payment	\$200	May 1st	
2 nd Installment Payment	\$160	August 1st	
FULL SEASON EXTRA SPACE FEE	\$120	May 1st	

PART TIME VENDOR(2 parking spaces) fees non-refundable

WEEKLY PAYMENT	# WEEKS REQUESTED	DUE DATE	PAYMENT AMOUNT
\$25		May 1st	
Extra Space Fee \$10		May 1st	

Please specify date(s) requested: _____

Registration and Operating Guidelines

The Ferry Street Growers Market yearly hours of operation are : every Saturday from 8:00 am to 12:00 noon, from the second Saturday in May through the last Saturday before Thanksgiving.

Location of the market will be Geisinger parking lot next to Cole's Hardware.

All returning vendors must complete an annual registration form. Admission of new vendors to the market shall be made by submission of the annual registration form and approval by a majority vote of the Board of Directors of the market. Priority will be given to returning fulltime vendors.

Each vendor shall hold personal liability insurance for at least \$500,000 that covers their market activities with the Ferry Street Growers Market as additionally insured. Vendors must submit a Certificate of Liability Insurance showing the certificate holder as Ferry Street Growers' Market.

Members must submit a copy of all certifications and licenses pertaining to their operation, e.g., PDA Kitchen Certificate, CNG, USDA Organic Certification

The vendor shall indemnify, defend and hold harmless the Borough of Danville and its officers, directors, partners, agents, members and employees from and against any and all demands, claims, damages to persons or property, losses and liabilities including reasonable attorney's fees (collectively "Claims") arising out of or caused by the vendor, its employees, agents and others acting on its behalf, negligence in connection with the provision of services of the vendor. The vendor shall not have waived or be deemed to have waived, by reason of this paragraph, any defense which it may have with respect to such Claims

Fruits and vegetables must be locally grown by the vendor. Products such as jellies, jams, honey, and salsas must be predominantly made of products grown by local farmers. Baked goods must be made from scratch by the vendor/farmer.

Assignment of spaces shall be made by the Board of Directors for the season. Vendors must keep their display within their assigned parking spaces, regardless of open spaces present. Spaces must be kept clean and orderly during market and clean before leaving. Receptacles for waste paper, etc. must be provided if products sold result in such a need.

The name and location of each farmer shall be prominently displayed at their space.

All tents or canopies must be sufficiently weighted at all times.

Asphalt surface must not be painted, altered or damaged for any reason. Repairs will be at the expense of the vendors.

The middle walkway must be maintained open and unobstructed by vendor displays.

Vendors must comply with all applicable local, state, and federal health regulations, in the harvest, preparation, production, labeling and safety of the products brought to market.

Ferry Street Growers' Market Farm/Business Audit Policy

The Ferry Street Growers' Market Board of Directors has adopted a farm/business audit policy to ensure the integrity of our grower-type market, as stated in the vendor application and the registration and operating guidelines, i.e. all products must be grown, raised, or produced by the vendor. The audit policy is explained in the attached Ferry Street Growers' Market Conflict Resolution Form.

However, the Ferry Street Growers' Market farm/business audit policy does not preclude an informal conflict resolution, agreed to by the Ferry Street Growers' Market Board of Directors, for the first violation only. If the accused vendor acknowledges the violation and immediately removes the item(s) from sale, the Ferry Street Growers' Market Board would not require a site visit and associated costs and penalty to the accused vendor's (or accuser's, if no violation is found) farm/business. Any subsequent violation by the same vendor will be a second violation, and the vendor will be permanently dismissed from the Ferry Street Growers' Market and forfeit all paid dues.

I acknowledge and accept this policy as part of my agreement to participate in the Ferry Street Growers' Market.

Vendor's full business name and address:

Business owner's signature _____ Date _____

Business owner's printed name _____

Anti-Discrimination and Anti-Harassment Statements

The Ferry Street Growers' Market does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, volunteers, subcontractors, vendors, and clients. The Ferry Street Growers' Market is committed in all areas to providing a work environment that is free from harassment. Harassment based upon an individual's sex, race, ethnicity, national origin, age, religion or any other legally protected characteristics will not be tolerated. All participants in the market including members of the Board of Directors, vendors and their employees and guests of the market are expected and required to abide by this policy.

For Your Reference Weights and Measures - If you live in Montour or Northumberland Counties, you can contact Jerry Buckley, county inspector at (570) 275-474 (**nominal charge**). If you live outside this area, you can contact Craig Fester at (570) 433-2640 (**no charge**). Weights and Measures are done yearly.

Kitchen Inspection Certification (for canned and baked goods) - PA Department of Agriculture, Region 2, Williamsport PA. You can contact the office at (570) 433-2640.

GOVERNANCE and CONFLICT RESOLUTION

Vendors agree to abide by the requests of the board members or their representatives in the operation of the market. Issues or conflicts are governed as set forth in these guidelines. The decisions are final. If a clear resolution cannot be reached based upon the existing market operating guidelines, the matter may be submitted to the Board of Directors for review. The Board of Directors may call a special meeting to discuss and vote on the issue if deemed appropriate. The vendor under review shall have right to present their argument before the Board of Directors. The Board of Directors shall take necessary action, including a site visit, to investigate the presented issue. The Board of Directors will make a ruling on the issue, by majority vote, and shall have the power to levy penalties as outlined in the Conflict Resolution Form.

Guidelines for a site investigation by two members of the Board of Directors for an infraction of rules of the Ferry Street Growers Market. Incident must be brought to a board member during market hours on the day of the discrepancy.

The signature of both the Accused and the Accuser Grower is required on this form for a site or farm visit. Failure of the Accused Grower to sign this form, or allow two members of the Board of Directors to visit their site, shall be considered an admission of policy violation, and the following penalties shall be imposed.

First Offense:

If the Accused is found not to be growing/producing their own Fruits, Vegetables, Meat, Eggs, or other Products in enough volume to cover the amount brought to market, they will be liable to pay for two Board of Directors visits at \$25.00 each and not allowed to sell products on the next two market days.

Second Offense:

If Accused is found engaging in conduct that constitutes a 2nd offense, they will be permanently dismissed from the Ferry Street Growers' Market and forfeit all paid dues. Should no violations be found by the two visiting Board Members, the Accuser shall pay Ferry Street Growers' Market for two visits by the Board Members at \$25.00 each. In addition, the Accuser must pay a \$100.00 penalty. Total fees incurred would be \$150.00.

Product named by Accuser _____

Date _____

Accused Grower _____

Date _____

Accuser _____

Date _____

Board Member _____

Date _____

Board Member _____

Date _____ Fees Incurred

2019

