

# PAKATAKAN FARMERS' MARKET

## Small Business Incubator Booth

The Incubator Booth is a 2018 incentive program to work with local businesses to partake in the Pakatakan Farmers Market on a trial basis.

### Application Steps

1. Read the market Rules and Regulations and fill out the application.
2. Attach copies of all required permits and licenses as necessary for your business. Examples: **a.** sales tax certificate **b.** Nursery Grower and Nursery Dealer Registration Certificate (required for any vendor growing and selling plants intended for outdoor use) **c.** Home Processing Exemption Inspection Report (for vendors of home-processed foods, a copy of this report or a copy of your 20-C Food Processing License) **d.** Organic Labeling (all growers/producers claiming organic status or advertising produce or other products as organic must be certified by NY state chapter of NOFA)
4. Read and sign the Vendor Compliance Form
5. Mail application
  - a. By email: [roundbarnmarket@gmail.com](mailto:roundbarnmarket@gmail.com)
  - b. By USPS to: Pakatakan Farmers Market, **P. O. Box 881, Margaretville, NY 12455**



Upon approval, you will also need to submit the following items prior to your first day at the Market:

6. A copy of Certificate of Product Liability Insurance with a minimum coverage amount of \$500,000. listing "Pakatakan Farmers Market" as a certificate holder. If you choose to buy into the PFM Market group insurance, please pay \$5 per market day
7. A check made out to "Pakatakan Farmers Market", prepaying for the agreed upon dates plus the insurance fee.

Vendor's Name \_\_\_\_\_ Date \_\_\_\_\_

Business Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone(H) \_\_\_\_\_ (W) \_\_\_\_\_ Email \_\_\_\_\_

NYS Sales Tax ID# \_\_\_\_\_ County \_\_\_\_\_ Website \_\_\_\_\_

CHECK ONE: **Farmer/Producer** ( ) **Crafter** ( ) **Prepared Food** ( )

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**INCUBATOR BOOTH RATES:** Incubator booth applicants can sign up for 3 market days.  
New applicants are given first priority.

Holiday markets \$75.

Non-holiday market \$50.

Please indicate 1-3 dates you are ready to attend, along with 2 alternate dates

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(  ) **Need Electricity.** Describe Usage: \_\_\_\_\_

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## Product Specifications

**IMPORTANT** – Please list all products that you would like to sell. See instructions below.

**FARMERS/Producers:** Please list all product you plan to produce for sale. You do not need to list variety but you do need to be specific as to type. (example- instead of listing “greens” list lettuce, spinach, etc.) In addition, please list all processed or value-added items you plan to sell from your produce. (example: jelly from berries, cider from apples, etc.)

**CRAFTERS:** Please list all craft items you wish to sell which are made by you.

**PREPARED FOOD:** Please list all products you produce for sale and whether or not the food is to take home or eat on site. (Note: You are responsible for complying with any and all Health Department regulations and permits and you must collect sales tax when applicable.)

**BROKERING:** Please list any brokered products that you wish to sell. You must be specific and list all items for consideration. **Decisions for approval of brokered items must be labeled clearly as such and may not be claimed as home grown.**

## LIST ALL PRODUCTS YOU WOULD LIKE TO SELL & CHECK CATEGORY

<u>Products</u>	<u>Grown/Made</u>	<u>Brokered</u>	<u>Approval</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Pakatakan Farmers' Market

P. O. Box 881, Margaretville, NY 12455 • 845-586-3326 • roundbarnmarket@gmail.com



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## VENDOR COMPLIANCE AND INDEMNITY AGREEMENT

I, the undersigned, have read the Rules and Regulations of the Pakatakan Farmers' Market and do agree to abide by all these rules and regulations.

I further agree to operate my booth in accordance with these rules and to pay all applicable fees as set out in the Rules and Regulations. I do understand that the booth rent, length of season and hours of operation are determined by the Board, and even if I do not agree with them, I will abide by them.

I further understand that failure to comply with the above could mean dismissal from the Market.

As a vendor wishing to rent space in the Pakatakan Farmers' Market, I agree to SAVE, HOLD HARMLESS, and INDEMNIFY the Pakatakan Farmers' Market their members, employees, and associates, from any and all liability or responsibility pertaining to any damages to person or property on the site rented by me from said market, when such damages, or liability, arise out of any acts of my own, or of my employees or associates, located at said site.

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Vendor Name - Please Print

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Vendor Signature

Date

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Market Manager's Signature

Date