



Chestertown Farmers Market  
Local Farms, Local Food, Local People  
P.O. Box 257  
Chestertown, N.Y. 12817  
(518) 494-3336

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## CHESTERTOWN FARMERS' MARKET 2018 VENDOR APPLICATION INFORMATION

The CFM operates under The Tri-Lakes Business Alliance and has its own Rules and Policies with a Board of Directors comprised of volunteer members. It is your responsibility to read and abide by the Rules and Regulations. **It is important to note that our market is primarily a "producers-only" market. See the "Rules & Policies" for additional information regarding this matter.**

Our market will be held in Chestertown on the front lawn of the Town of Chester Municipal Center, 6307 State Route 9, on **Wednesdays, 10:00 AM - 2:00 PM**, from June 13 to September 19 (15 weeks). Vendors must be ready to sell by 9:45 each day. The 2018 stall fee is \$140 regardless of how many weeks you attend the market. Walk-in vendors are not permitted. The stall fee is based on a 10-foot space. A 20-foot space is twice the stall fee (\$280). A non-refundable \$10 application fee is required for new vendors.

**The following must be received by APRIL 1:**

- Application & Agreement
- \$140 Fee per 10-Foot Stall
- New Vendor Application Fee (\$10, if applicable)
- Required Documentation (see next paragraph)

Please note that an Agreement is included which must be completed, signed and returned with your application. All CFM participants must have individual insurance coverage with a minimum of \$100,000 liability coverage, though higher limits are suggested. **The certificate must say, "Certificate Holder – Chestertown Farmers' Market"** (not "Additional Insured"). A copy of your insurance certificate, Certificate of Authority and any other necessary permits/licenses must accompany your completed application every year (or a note giving information about any pending permits).

The Board will annually review available space and respond to each application and space request. Please make a copy of the application for your records and return the original. You will receive notification about your acceptance by mail. If your application is not accepted due to market space or product offerings, your name and information will be maintained on our waiting list in the order applications are received until the Board accepts it or you choose to remove your name from the list.

Name \_\_\_\_\_ Phone \_\_\_\_\_ County \_\_\_\_\_  
Business Name \_\_\_\_\_ Email \_\_\_\_\_  
Address \_\_\_\_\_  
Website/Facebook \_\_\_\_\_  
If you plan to sell products that require collecting sales tax, give your NYS Tax ID# \_\_\_\_\_

**Send a copy of your Certificate of Authority and any other necessary licenses and/or permits with this application.** If any inspection is pending, the license must be sent to the Chestertown Farmers' Market, PO Box 257, Chestertown, NY 12817 as soon as possible. All copies must be sent each year, even if they were submitted in prior years.

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Please indicate how many 10-foot sections you would like to reserve: \_\_\_\_\_

**PLEASE CIRCLE THE PRODUCE AND ITEMS YOU PLAN TO SELL:**

Vegetables      Sweet Corn      Tree Fruits      Cider      Strawberries      Raspberries  
Blueberries      Honey      Jam      Cut Flowers      Dried Flowers      Dried & Fresh Herbs  
Garlic      Potted Herbs      Eggs      Baked Goods      Cheese      Maple Syrup      Bedding & Potted Plants

Meat (Specify) \_\_\_\_\_ Crafts (Specify) \_\_\_\_\_

Other (Specify) \_\_\_\_\_

**NOTE: ALL ITEMS TO BE SOLD MUST BE APPROVED BY THE CFM COMMITTEE. NO ADDITIONAL ITEMS TO BE BROUGHT FOR SALE AFTER THE START OF THE MARKET WITHOUT PRIOR APPROVAL OF THE CFM.**

Please return the originals of your signed, completed application and agreement, along with copies of your insurance policy and necessary permits/licenses/Certificate of Authority, stall fee and the \$10 new vendor application fee if applicable. Send to:

**Chestertown Farmers' Market ~ PO Box 257 ~ Chestertown, NY 12817**

Please make checks payable to: Chestertown Farmers' Market

Questions about your application may be directed to:

Mary Jane Dower, Market Manager (518-494-3336) or email to [chestertownfarmersmarket@yahoo.com](mailto:chestertownfarmersmarket@yahoo.com).

**2018 AGREEMENT - CHESTERTOWN FARMERS' MARKET**

Agreement made on \_\_\_\_\_ (2018) between (Name of Vendor) \_\_\_\_\_ and the Chestertown Farmers' Market, hereinafter referred to as "CFM."

CFM Rules and Policies can be retrieved at: [www.chestertownfarmersmarket.com](http://www.chestertownfarmersmarket.com)

**I. Agreement to Abide by the Chestertown Farmers' Market Rules and Policies:**

- A. I have read and agree to abide by the 2018 CFM Rules and Policies any applicable Local, State and Federal Laws when selling at the Chestertown Farmers' Market.
- B. The information I have provided in this application is accurate and complete. I will provide the CFM Board of Directors with additional information as needed to verify the claims made in this application and my compliance with the CFM rules. The information I subsequently provide will likewise be accurate and complete.
- C. I understand the CFM is a non-profit organization operating with limited funds. I acknowledge that the beneficial purpose (to assist small regional farmers or producers such as myself) will be impossible to pursue if it is subjected to costly litigation against CFM, its officers and affiliated entities, only after attempting in good faith to resolve the dispute through the CFM Board of Directors which results in denial of a market acceptance, the denial of a product to sell, or wrongful suspension or termination from CFM, to a return of market fees incurred during my absence from the market. I further agree that in the event I am unsuccessful in my litigation against CFM, I will pay all costs, expenses, fees and disbursements incurred by CFM in the course of its defense of said litigation's, and I will also pay CFM a reasonable attorney's fee.

**II. Use of CFM Sites:**

I agree to sell at CFM locations only on the day(s) the market is scheduled, unless I receive written authorization to the contrary. I understand that while CFM obtains permits, reserves designated space and promotes the market, CFM cannot guarantee market assignments or minimum sales at any market.

**III. Suspension and Termination:**

Unless otherwise specified in CFM's Rules and Policies, any violations of this agreement may result in suspension or termination from CFM at the discretion of the Board of Directors.

**IV. Duration of Agreement:**

This agreement applies to the current CFM season only (2018) and in no way implies acceptance to CFM in the future.

BUSINESS NAME \_\_\_\_\_

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_