



2022-2023 Farmers Market Vendor Application

Thank you for your interest in becoming a vendor at our farmers market this season! We appreciate all you do to bring high quality

products to our community and look forward to building a successful market season together!

Fitchburg Farmers Market: Thursdays, starting June 16th – October 27th from 3:00 to 6:00 pm. The Fitchburg Farmers Market will take place at.

Please carefully complete all sections of the application below; incomplete applications will not be accepted. Completed applications will be reviewed by the Market Manager for approval on a rolling basis. If you have any questions or concerns, please contact: kendal@growingplaces.org.

Contact Information

Farm/Business Name: _____

Owner: _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone: (____) _____ - _____ Email: _____

Do you accept SNAP? Yes ____ No ____ Can you process HIP? Yes ____ No ____

Website or Web Presence(s): _____

(List your website, Facebook page or other websites, such as localharvest.org or etsy.com, where you list your business.)

Please write a description of your business for use in promotion:



Inventory List

I expect to have products to sell from: _____ to: _____
(day/month) (day/month)

Please write a comprehensive list of everything you would like to sell or resell at the farmers market. You will only be approved to sell the items listed here. If you anticipate additions to your product line mid-season, even if not confirmed, list them here.

Please be specific, e.g. “Gala apples,” not “apples” or “handknit scarves, hats and mittens,” not “fiber crafts.” Thank you!

Payment System

N/A – Fitchburg Farmers Market vendor fees are paid by CDBG!

Note: You do need to have the necessary permits from the City of Fitchburg to vend at the Fitchburg Farmers Market which may require fees.



___ **\$100** 2022 annual market membership fee

- June 2022 – May 2023
- Outdoor: First Saturday of the Month 11:00 pm - 2:00 pm
- Indoor: Third Thursdays of the Month 3:00 pm - 5:00 pm

___ **\$75** 2022 summer/fall outdoor market membership fee

- June 2021– October 2021
- First Saturday of the Month 12:00 pm – 3:00 pm

___ **\$50** 2022 indoor market membership fee

- November 2022 – May 2023
- Indoor: Third Thursdays of the Month 3:00 pm - 5:00 pm

___ **\$ 15/market** x ___ months = \$ _____ (Please complete.)

- Please circle months you plan to attend the market:
Jun Jul Aug Sept Oct Nov Dec Jan Feb Mar April May

PLEASE NOTE: Participation at any market can be terminated for refusal to follow the rules of the market and the rules set forth by the governing Board of Health and the City of Fitchburg. The Board of Health governs all health and food regulations and has the final say in any disagreements regarding them.

Signed: _____ Date: _____

**Return this form and your payment to: Growing Places, 325 Lindell Ave,
Leominster, MA 01453 or applications can be emailed separately to:
kendal@growingplaces.org**

*Checks are preferred. For credit card processing, please contact us prior to submitting your application:
Growing Places, phone: (978) 598-3723

Thank you!

Please also carefully read and sign the following page of 2022 Market Rules and Regulations.



2022 Fitchburg Farmers Market Rules and Regulations

- It is the responsibility of each vendor to obtain all necessary licenses and permits. [Food ESTABLISHMENT Permits & Inspections | Fitchburg, MA](#)
- If applicable, a current food permit, in good standing, must be obtained prior to submitting this application. This includes all vendors looking to sell prepared, baked, canned, or 'value added' food items. Further information on this can be found at <https://www.mass.gov/doc/food-establishments-at-events-and-farmers-markets-questions-and-answers-072519/download>
- All food permits (issued from another town's Board of Health or from Fitchburg Board of Health) must have a copy clearly displayed at all times during the market. A photocopy must also be provided to the Market Manager at the start of your participation in the market.
- If a food permit was issued in a city or town other than Fitchburg, please contact The City of Fitchburg's Board of Health to obtain a temporary food permit.
- Products may not be advertised as "organic" unless certified. Please refer to the following website to ensure that you meet the specific meaning of the label. (<https://ag.umass.edu/fruit/ne-small-fruit-management-guide/general-information/organic-certification>)
- Read and understand the Massachusetts Sales Tax Laws and agree to abide by them. (<http://www.mass.gov/dor/individuals/taxpayer-help-and-resources/tax-guides/salesuse-tax-guide.html>)
- If you need to weigh any products for sale, please be advised that you must have your scale certified by Weights and Measures. Please contact your local board of health or the Fitchburg Board of Health.
- Please remember that all written materials, advertising, and social media reflects your business and the Fitchburg Farmer's Market. All materials (written or online) should be professional, respectful, and in the best interest of the Fitchburg Farmer's Market, Growing Places, and all participating vendors.
- To sell products in the City of Fitchburg you must have a Hawkers and Peddlers License. The application is available online [Forms and Applications | Fitchburg, MA](#).



- Vendors may arrive 1 hour before opening time but may not begin sales until the market officially opens. Please do not make any sales until the market is officially open. The Market Manager reserves the right to change or modify the market times as needed.
- **Vendors must produce 75% of what they sell unless you market yourself as a local food distributor – this must be disclosed to Growing Places in this application and if approved, to all customers.** If you are reselling a product, the name of the farm or maker, town of origin of the product being re-sold, and the price must be clearly posted.
- **Please be sure to label all value added items with ingredient lists and any other information required by the Fitchburg Board of Health.** If you are not able to individually label, please post a sign of ingredients and allergens the items contain.
- Please come with an EZ-Up tent (no larger than 10x10), a table, your product, signage, and any items needed to make your table look clean, neat, and professional.
- Growing Places/the Market Manager may modify the Fitchburg Farmers’ Market rules at any time, in compliance with the MDAR rules and regulations. Best efforts to notify all vendors will be made if any changes occur.
- In your completed application, vendors must include a product list and copy of BOH Permit issued by The Fitchburg Board of Health (if applicable) needed for the sale of any processed or baked food items.

Liability Waiver

By signing below, vendors accept full responsibility for any damage caused by the negligence or volition of the vendor, vendor family members, employees or guests during event setup, cleanup or market hours. Vendor responsibility specifically includes payment of all damages and indemnification of Growing Places Garden Project, Inc., the City, its representatives and agents from any such liability.

Growing Places Garden Project, Inc., The City and its representatives and agents shall not be responsible for, or liable to vendors, for any loss or damage that may result to vendors or vendor property, from any source or any cause whatsoever.

Growing Places Garden Project, Inc., the City, its representatives and agents make no guarantee of any sort to vendors, including guarantee of vendor profit, sales, business, promotion or advertisement opportunities.

Signature

Date



Photo and Audio/Visual Release

I, _____, hereby authorize Growing Places Garden Project, Inc. (Growing Places), and to such other persons or entities as they may designate from time to time, to use, reproduce, and/or publish photographs and/or video that may pertain to me— including my image, likeness and/or voice without compensation. I understand that this material may be used in various publications, public affairs releases, recruitment materials, broadcast public service advertising (PSAs) or for other related endeavors. This material may also appear on Growing Places' Internet Web Page and Social Media pages. This authorization is continuous and may only be withdrawn by my specific rescission of this authorization.

Description of Material (Photos/Audio-Visual): Photographs, video and audio recordings

Signature

Date