

Little Falls Community Co-OP, City of Little Falls, & Tourism Committee presents



2022 Vendor Application

The summer market will be located at Rotary Park
Thursdays, July 7th – August 25th 5pm – 8pm

Alternate location: July 14, 2022 at Stertizner Park for Midsummer Night's Picnic

*Personal Name: _____

*Business Name: _____

*Mailing Address: _____

*Telephone: 1) _____ 2) _____

*Email: _____ Website: _____

*Social Media: _____

Which category best suits your booth? Produce/flowers/cut flower/ herbs Prepared Food Artisan / Craft Community Booth Locally Grown Meat Bread

1. Do you make, bake or grow your product or have a service to offer on-site at the market? Yes No
2. Do you operate as a storefront? Yes No
3. Price range of your products: Minimum \$ _____ Maximum \$ _____ Average \$ _____
4. Growing Practice (if applicable): Organic _____ Conventional _____ Other _____
5. List all products you wish to sell at the Market. Please be complete and concise.

Check all of the dates that you are applying for:

July 7th	July 14th	July 21st	July 28th
August 4th	August 11th	August 18th	August 25th

Markets take place on Thursday, from 5pm – 8pm (Weather Permitting)

Set up will be from 4-5pm

PAYMENT

2022 Annual Membership Fee = \$ 100.00

2022 Single Market Day Fee = \$ 40.00 (for vendors who want to try out the market. for one day, if you want to then buy an annual membership, this one time fee can be applied towards that)

*****Upon juried acceptance, membership fees may be applied to the 2022 summer markets**

Payment in full is being made by: *(please circle one)*

Check

Cash

Money Order

Notes regarding payment:

- 1) Enclose payment with page 1 and 2 of the application. If your application is not accepted, your check will be returned
- 2) Check or Money Orders should be made payable to:
“Little Falls Community Co-OP”
- 3) NSF charges are \$30 per check
- 4) Receipts will be issued on the first market day that vendors are present
- 5) All vendors will be notified of their Market status by June 15th

Send completed application with payment in full to:
Local Fresh Thursdays, 25 Jackson Street, Little Falls, NY 13365

Inquires may be sent by email to:
ManagerAtLocalFresh@gmail.com

I confirm that the information provided in my application is, to the best of my knowledge, true and accurate, and that I agree to represent my products at the Local Fresh Market in accordance with the rules and responsibilities.

Name: _____ Date: _____

Signature: _____

By signing this application, I acknowledge that I am required to adhere to all New York State COVID Guidelines and requirements in place at all times or my space will be forfeited.



Local Fresh Thursdays

A program of Community Co-op of Little Falls

VENDOR RULES AND RESPONSIBILITIES 2022

All vendors must be registered members of *Local Fresh Thursday* and pay the annual membership fee of \$100.

- a. Membership in good standings requires that each membership fee of \$100 is paid the Monday before the first start date of the Market.
- b. **MAKE IT, BAKE IT, GROW IT** – All products shall be sold by a primary producer of that product, that is, someone who is responsible for and took an active part in producing that product.
 - a. **Produce Resale Policy** – The Market does not allow the resale of outside items. However, LFT will allow approved members to act as representatives for other primary producers that may not have the capacity or resources to become a vendor member. LFT reserves the right to approve the sale of third party products on a case by case basis. Vendor members who wish to pursue representation on behalf of outside vendors must make a request by email to LFT no later than seven (7) business days prior to the regularly scheduled LFT event.
2. **Taxes** – Vendors are responsible for meeting their own taxation requirements.
3. **Safety and Security** – Vendors are responsible for the security and safety of their products while at the Market. *Local Fresh Thursdays* is not responsible for any loss, theft, or damage to vendor merchandise, displays, or products at any time while at the Market.
4. **Insurance** – The *Youth and Family Center (formally YMCA)*, *Community Co-op and the City of Little Falls* has limited liability insurance coverage. This does not cover incidents that are directly attributed to a vendor's product or actions. We suggest and encourage that all vendors carry their own insurance in addition to the coverage provided by the Market. Food vendors must have liability insurance or sign a waiver not holding the market responsible for any associated liability.

5. **Applicable licenses/Permit:** Vendor is responsible for all applicable licenses and permits.
6. **Missed Days** – If unable to make it to a Market for unforeseen circumstances, Vendor must notify the Market Manager no less than 4 hours before Market start time.
7. **Stall Assignment** – The Market Manager makes stall assignments based on overall product balance, energy requirements, seasonal availability and customer needs. All reasonable attempts will be made to keep full-season vendors in the same stall throughout the market season, and consistent vendors in stall locations that are as consistent-as possible. Consistent booth location is not guaranteed.
8. **Stall Size** - All vendors must confine their presentation to within the contracted stall space of 10' x 10'. **All tents must be weighted.** Additional stall space may be requested well in advance of the market and will require additional booth fees.
9. **Set up and Tear down** – The market manager will be on site at 3pm in order to designate vendor booth locations. Tear down of market stalls begins at 8:00 pm. It is expected that vendors will have cleared the Park by 9pm.
10. **Smoking** – Smoking is prohibited inside the park. Smoking is allowed on the outside of the park grounds only.
11. **No solicitation-** LFT is an exclusive market. No soliciting or campaigning by political, religious, or other special interest groups is permitted at the market.
12. **COVID-** all Vendors are required to adhere to all New York State COVID Guidelines and requirements in place at all times. Failure to comply will result in forfeiting your space.

Market Manager: Steven Richardson, Market Manager
ManagerAtLocalFresh@gmail.com
407-773-4766

Members of the 2022 Board of Directors:

Tony DeLuca
Steven Richardson, Market Manager
Katie Drake
Jordyan Mueller