

Vendor Application

Robert G. Shaw Piedmont Triad Farmers Market

(Office Use Only)
Date Processed:
Area:
Approved By:
Date Approved:

2914 Sandy Ridge Rd.
Colfax, NC 27235
336.605.9157
336.605.9401

(Office Use Only)
Received By:
Date Received:

Notice: Please complete and return the signed application to the market office. Management will review and determine if you qualify to be a vendor. Completion of this application does not guarantee a space. This application expires on December 31st of each calendar year. You must resubmit an application annually. Incomplete applications will not be processed. **Non-farmer or concession applications will NOT be accepted after April 30**

[Please Print All Responses]

Please identify if you are a new vendor or a returning vendor (*Check Box*):

New Vendor Returning Vendor

Rental Space Requested: ___ Farmers Area ___ Non-farmer(Craft/Baked Goods)
 ___ Concession ___ Market Shoppes

Business or Farm Information

(Shared with Public)

Business or Farm Name: _____

Business or Farm Physical Address: _____

(If Different) Business or Farm Mailing Address: _____

(Business or Farm Address cannot be the market address)

Primary Phone Number: _____ *(If Available)* Secondary Phone Number: _____

E-Mail Address: _____

(If Available) Business Website Address: _____

(If Available) Business Social Media: _____

Primary Contact Information

Primary Contact Person Name: _____

Title or Position: _____

Physical Address: _____

(If Different) Mailing Address: _____

Primary Phone Number: _____ (If Available) Secondary Phone Number: _____

E-Mail Address: _____

Emergency Contact Information

Emergency Contact Person: _____ Phone Number: _____

Business or Farm Summary

All products and services sold must be approved by the market manager. Fully describe your business or farm and the products and services provided: *(Attach Additional Pages If Needed)*

Attachments

Review, complete, sign, and return with your application any of the following applicable documents:

- 1. Market Price Sheet (“Fees & Charges”)
- 2. Market Guidelines and Rules for your information (*“Market Rules,” “Farmers Area Guidelines,” “Market Shoppes Guidelines,” “Non-farmer/Concession Operational Guidelines”*)
- 3. Products and Services Form (“Growers Certification”) (Your County Extension Agent may complete.)
- 4. Vendor Checklist (Bring with you to Market Management meeting)

Payment Policy

Daily rental rates are accrued daily, 365 days a year, even on days when market management advises closure due to inclement weather or other events. Daily rental rates will accrue if space at the market grounds continue to be occupied. Advance payments may be made. The daily rental rate is the default rate.

Weekly or longer-termed rates must be made in advance in full prior to the starting period. Failure to make payments in full in advance of the weekly or longer-termed period will result in the account accruing late fees and interest charges based on the daily rental rate. The default rate is the daily rental rate.

All accounts must be current prior to open of business. Market Management will not collect payments on the market grounds. Payments are to be paid to market management at the market management office or gatehouse in full before the open of business. Vendor is responsible for making sure all payments are delivered to market management at the market management office or gatehouse. Failure of a vendor to pay at least the daily rental rate and any accrued balance prior to open of business will result in the assessment of a 10% late fee and interest at 5% per annum.

Occupied spaces with rental arrearage of more than 7 days will receive written notice of the past due account. The written notice will include any assessment of late fees and interest and notify the vendor that occupied spaces with rental arrearage of more than 14 days will be subject to removal by the market at the vendor's expense.

Removal from the market does not waive the vendor's obligation to pay the remaining balance of any amount owed to the market and the market reserves all rights to pursue all legal remedies, including but not limited to attorney fees and court costs, to collect any outstanding arrearages.

Building Codes

All construction within rented space must be approved by the Market Manager and must meet applicable building codes. Vendors shall comply with all building codes, including but not limited to any electrical and fire and safety codes. Vendors shall comply with and timely remedy any deficiencies reported by any official state, local, or county inspector or North Carolina Department of Agriculture and Consumer Services Safety Officer. Failure to cooperate and comply with any official state, local, county inspector or North Carolina Department of Agriculture and Consumer Services Safety Officer and the market to timely remedy any deficiency shall be grounds for immediate removal from the market. Timeliness shall be determined solely by the market manager.

Insurance Recommended

The market encourages all vendors to contact their insurance agents and obtain business insurance to cover any accidents or other losses and liability that may occur. When conducting business, there is always a risk for injury and other potential liabilities. The market encourages all vendors contact their insurance agents to determine the best available coverage.

Acknowledgement

I have received a copy and read the Market Guidelines and Rules, and all applicable attachments previously listed, and agree to abide by all rules, regulations, and policies of the Market Manager and the North Carolina Department of Agriculture and Consumer Services. I understand Market Guidelines and Rules may be updated by the Market Manager from time to time, that I am required to comply with any amendments or future editions of the Market Guidelines and Rules, and that I may request a copy of the current Market Guidelines and Rules from the Market Manager. I further understand that my failure to abide by these guidelines, rules, regulations, and policies as interpreted by the Market Manager may result in temporary or permanent dismissal from the market.

I understand that submission of this application and all applicable attachments does not guarantee me a space. Space may be limited. I understand that this application expires on December 31st of each calendar year and that I must resubmit an application each year prior to renting space. I understand incomplete applications will not be processed. I understand that I must meet with market management prior to renting space.

I agree that if I am granted rental space at the market that all payments will be made timely. I understand that making timely rental payments will be my responsibility and that the failure to make rental payments may result in late fees, interest charges and removal from the market.

Signature: _____

Print Name: _____

Title or Position: _____

Date: _____