



The Village of Canastota is excited to announce the creation of the Towpath Farmers' Market at the Erie Canal. We look forward to offering quality fresh produce and artisan crafts to our residents and the traveling public. The site is located at the Erie Canal, in downtown Canastota. The Village of Canastota is conveniently located off Exit 34 of the New York Thruway with 13,000 cars per day traveling on Route 13.

In the spring of 2017, the Village of Canastota underwent a \$1.6 million dollar Downtown Revitalization Project which included new sidewalks, granite curbing, new trees, historical lighting and a historical replica of the 1902 lift bridge offering a beautiful view of the canal and entry way into the 27 vendor sites. We are specifically contacting you because of your reputation of providing quality products and your reputation with other farmers' markets. The Towpath Farmers' Market is being sponsored by the Village of Canastota. We will be accepting SNAP, WIC and Seniors Checks and will be providing entertainment to attract a wide audience. We are looking forward to a successful Towpath Farmers' Market in the Village of Canastota and we invite you to submit your application.

The 2017 Towpath Farmers' Market will run on Mondays from June 12, 2017 through October 16, 2017 from 3:00 p.m. to 7:00 p.m. It will be located at the corner of Peterboro and NE Canal Streets (at the Erie Canal). Towpath Farmers' Market takes place rain or shine.

Please read carefully and review the following documents to submit your application for consideration:

- 2017 Towpath Farmers' Market Vendor Application:
Please complete the application and return along with your payment to:
Village of Canastota
205 S. Peterboro St.
Canastota, NY 13032
- Market Rules and Regulations
- Copies of all permits/licenses/certificates required for Farmers' Market sellers in New York State

Please note, a completed application requires a copy of all relevant licenses and permits to conduct business in New York State and a Certificate of Liability Coverage naming the "Village of Canastota" and "New York State Canal Corp." as additional insured.

If you have any question, please contact between the hours of 8:00am and 4:00pm
Marlene Parlow at 315-264-1481 or Karen Bombard at 315-697-7559; karenbombard@canastota.com

Sincerely,

Mayor Carla M. DeShaw



*Towpath Farmers' Market
Village of Canastota
2017 Farmers' Market Vendor Application*

Towpath Farmers' Market will be open Mondays from 3:00 p.m. to 7:00 p.m.

Business Name: _____

Contact Name: _____

Address: _____

Mobile #: _____ Email: _____

Vehicle Type: _____ License Plate #: _____

NYS Sales Tax #: _____

Products: Please list all items you intend to sell with details and your crop plan:

Participation Fee:

The Village of Canastota has set a \$75.00 fee for the 2017 Season which will give you a set location and a booth size: (22) 10' x 20' (for vehicle and tent) and (5) 10' x 10' spaces for tents

Additional Information: Please check the following items below that apply to you.

___ Able to accept credit cards.

___ Enrolled in the Farmers Market Nutrition Program (FMNP)
If so, please provide a copy of the Farmers Market Agreement from (FMC-6) and Crop Plan (FMC-12).

___ Will accept SNAP tokens. If so, a SNAP participation agreement form will be emailed to you.
Vendors who accept SNAP tokens can also accept Fresh Connect Checks.

Parking:

All vendors MUST move their vehicles to their designated parking spot immediately after unloading their products, tent, accessory items, etc., and BEFORE setting up their booth. No moving vehicles in market area after 2:30 p.m.

I have read, understood and agree to abide by and comply with the Towpath Farmers' Market Rules and Regulations. The information that I have provided in this application is true and complete. I agree to abide by any applicable local, state and federal laws or regulations. I agree to indemnify and hold harmless the Village of Canastota, its volunteers, its management for any losses or damages, however incurred. Lastly, I hereby accept and agree to follow the above rules regarding unloading and loading.

Vendor Signature: _____

Date: _____ Amount Enclosed/Check#: _____



2017 Towpath Farmers' Market Rules and Regulations

The goal of the Village of Canastota's Towpath Farmers Market is to give our community healthy farm fresh items and to give our local farmers an area to promote their products and to promote our local downtown businesses.

The market will operate on Monday(s) beginning June 12th. The hours will be 3:00pm until 7:00pm

RULES: All vendors must complete a Vendor Application Form and agree to abide by the rules and regulations listed in this document. Vendors can set up starting at 2:00 p.m. Vendors may not leave the market prior to 7:00 p.m. Vendors must vacate Market parking area by 7:30 p.m. Each vendor is asked to unload and park their vehicle as directed by authorized market members. The market will operate rain or shine. Vendors must supply their own tent/tables. Once a site has been assigned, that space is yours. Under no circumstances will a vendor be allowed to relocate or transfer to another area without permission from the Market Manager.

The following items must be licensed by NYS Dept. of Agriculture and Markets and can be sold at the Towpath Farmers' Market including, but not limited to:

Plants: Valid NYS Sales Tax Certificate

Eggs: No permits, licenses or certificates required, for cleaned shell eggs maintained at 45 degrees F or less. Eggs must be from Farm owned hens (not purchase eggs).

Honey, Maple Syrup: No permits, licenses or certificates required, if single ingredient products
Article 20C License from NYS Dept. of Agriculture & Markets, if additional ingredients are added to the products, i.e. maple mustard, maple cotton candy, etc.

Baked Goods: Article 20C License from NYS Dept. of Agriculture & Markets All other baked goods must come from a licensed NYS Department of Health facility

Cider/Fruit Juice: Article 20C License from NYS Dept. of Agriculture & Markets for manufacturers/bottlers. All cider and fruit juices must be pasteurized, UV treated, or high pressure treated.

Mushrooms: Article 20-C license.

New York State Micro-Breweries: Must obtain a no-fee permit from the NYS Liquor Authority:

New York State Wines: Farm Winery Permit, issued by the NYS Liquor Authority. Valid NYS Sales Tax

Processed Foods: Article 20C License from NYS Dept. of Agriculture & Markets

Fresh Cut/Dried Flowers Valid NYS Sales Tax Permit

Crafts Valid NYS Sales Tax Permit

Fresh Produce The vendor must provide to the Village of Canastota proof of your Dept. of Health License

Sales Tax Registration It is the responsibility of the vendor to obtain a sales tax permit if they sell non-food items. A representative from NYS does visit markets periodically to check for permits.

Licenses, Registrations and Permits It is the responsibility of the vendor to display all necessary licenses, registrations and permits for New York State inspectors, Madison County inspectors and consumers.

Craft/Art items or Baked Goods All baked goods and craft items must be handmade by the vendor and may not consist of items purchased for resale.

The Importance of Market Attendance The strength of any farmers' market depends on the presence of many vendors and diversity of products. When you commit to being a vendor you become part of a larger group and collectively everyone benefits. Not only do our customers appreciate your regular attendance, but also your fellow vendors depend on you being there to make the market successful. Your continued attendance is very important.

Non-Profits Non-Profits may have a spot for 2 Mondays a season, on a first come basis, without a charge.

Fund-raising The sale of raffle tickets, raising money for a specific charity or non-profit organization will be allowed only in a community space for a period of 2 weeks at no cost.

Pets Vendor-owned pets are **NOT** allowed within the Market area, with the exception of Wanders Rest, Rescue Me or service animals. the sale of live animals is not allowed at market by vendors or visitors.

Refuse/Recycling Each vendor shall be responsible for keeping their space free from all refuse during market hours. **Each vendor must clean and remove all material, litter and debris from their area within one-half hour after the close of each market day.** All vendors are required to protect their area from damage, i.e. cooking spills, tent stakes, etc. Costs and repairs will be billed to the vendor.

Tobacco The Village of Canastota Board of Trustees is requesting that vendor's refrain from using tobacco products at their sites while at the market.

Complaint Procedures This includes the Village of Canastota Violence in the Workplace Policy that states that all businesses that utilize Village property are expected to maintain a working environment free from violence, threats of harassment, intimidation or coercion. Failure to comply with any regulations or policies of the Village of Canastota may result in the revocation of the permit or fine any vendor.

