



**GENEVA LAKEFRONT FARMERS MARKET
2020 APPLICATION**

Saturdays, June 20th – October 3rd (16 weeks)

**Finger Lakes Welcome Center
35 Lakefront Drive, Geneva NY 14456
8:00 AM - 1:30 PM**

Name _____

Business Name _____

Address _____

Phone _____ Cell Phone _____

E-mail Address _____

Permits that apply (Please reference the attached vendor requirements):

Ag & Market Permit # _____

Health Dept Permit # _____

Sales Tax # _____

Home Processing Permit # _____

Expected Participation: All vendors must arrive no earlier than 6:30AM and later than 7:30AM. All vendors must sell for the duration of the market day. Exceptions are at the discretion of the Market Manager and must have prior approval.

Please Check All That Apply:

_____ Entire Season

\$200.00 per season (16 Saturdays Starting 6/20/2020). Season vendors have the benefit of an assigned spot for the season. To guarantee preferred spot, payment must be received in full by 6/20/2020.

_____ Weekly Participation

\$20.00 per week. Spaces are allocated on the day of the Market. Weekly vendors are NOT guaranteed an assigned spot, spots may differ from week to week.

Anticipated dates of participation: _____

I _____ have read the Geneva Farmers Market Rules 2020. I understand them and I agree that both myself and my employees will follow them.

Please contact Liz Toner for questions ejt@geneva.ny.us

Signature _____ Date _____

2020 Geneva Lakefront Farmers Market Inventory of Items to Be Sold

All vendors must fill out this list and sign it before selling at the market.

Products I plan to grow for sale: (Check Items)

Vegetables

<input type="checkbox"/> Asparagus	<input type="checkbox"/> Beans-Green	<input type="checkbox"/> Beans-String
<input type="checkbox"/> Beans-Wax	<input type="checkbox"/> Beets	<input type="checkbox"/> Broccoli
<input type="checkbox"/> Cabbage	<input type="checkbox"/> Carrots	<input type="checkbox"/> Cauliflower
<input type="checkbox"/> Celery	<input type="checkbox"/> Corn	<input type="checkbox"/> Cucumbers
<input type="checkbox"/> Eggplant	<input type="checkbox"/> Greens-Collard	<input type="checkbox"/> Greens-Mustard
<input type="checkbox"/> Greens-Turnip	<input type="checkbox"/> Kale	<input type="checkbox"/> Kohlrabi
<input type="checkbox"/> Lettuce-Boston	<input type="checkbox"/> Lettuce-Romaine	<input type="checkbox"/> Lettuce-Red Leaf
<input type="checkbox"/> Onion-Yellow	<input type="checkbox"/> Peas	<input type="checkbox"/> Peppers-Green
<input type="checkbox"/> Peppers-Hot	<input type="checkbox"/> Potatoes-White	<input type="checkbox"/> Potatoes-Sweet
<input type="checkbox"/> Pumpkins	<input type="checkbox"/> Radishes	<input type="checkbox"/> Scallion
<input type="checkbox"/> Spinach	<input type="checkbox"/> Squash-Summer	<input type="checkbox"/> Squash-Winter
<input type="checkbox"/> Squash-Zucchini	<input type="checkbox"/> Tomatoes-Green	<input type="checkbox"/> Tomatoes-Vine ripe
<input type="checkbox"/> Turnip		

Other Vegetables: _____

Fruits, Berries, Melons:

<input type="checkbox"/> Apples	<input type="checkbox"/> Blackberries	<input type="checkbox"/> Blueberries
<input type="checkbox"/> Cantaloupe	<input type="checkbox"/> Nectarines	<input type="checkbox"/> Peaches
<input type="checkbox"/> Pears	<input type="checkbox"/> Plums	<input type="checkbox"/> Raspberries
<input type="checkbox"/> Strawberries	<input type="checkbox"/> Watermelons	

Other Fruits, berries or melons: _____

Herbs:

<input type="checkbox"/> Basil	<input type="checkbox"/> Mint	<input type="checkbox"/> Oregano
<input type="checkbox"/> Parsley	<input type="checkbox"/> Rosemary	<input type="checkbox"/> Sage

Other Herbs: _____

Ornamental Crops:

<input type="checkbox"/> Bedding Plants	<input type="checkbox"/> Cut Flowers	<input type="checkbox"/> Hanging Plants
<input type="checkbox"/> Mums	<input type="checkbox"/> Wild flowers	<input type="checkbox"/> Trees / Shrubs

Other Ornamental Crops: _____

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Other Products:

- | | | |
|---|---|-------------------------------------|
| <input type="checkbox"/> Apple Cider | <input type="checkbox"/> Baked Goods* | <input type="checkbox"/> Cheese |
| <input type="checkbox"/> Eggs | <input type="checkbox"/> Honey | <input type="checkbox"/> Jam/Jelly |
| <input type="checkbox"/> Maple Syrup | <input type="checkbox"/> Poultry Products | <input type="checkbox"/> Wine |
| <input type="checkbox"/> Lemonade / Tea | <input type="checkbox"/> Beef Products | <input type="checkbox"/> Other Meat |
| <input type="checkbox"/> Coffee | <input type="checkbox"/> Prepared Foods* | |

Other Products: _____

*If selling Baked Goods, please describe: _____

*If selling Prepared Foods, please describe: _____

Products I plan to craft for sale: (Check Items)
Please submit a picture of your work with application.

- | | | |
|--|---|---|
| <input type="checkbox"/> Jewelry | <input type="checkbox"/> Knit / Crochet items | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Art work | <input type="checkbox"/> Paintings | <input type="checkbox"/> Watercolor |
| <input type="checkbox"/> Baskets | <input type="checkbox"/> Quilts | <input type="checkbox"/> Wooden Crafts |
| <input type="checkbox"/> Fabric Crafts | <input type="checkbox"/> Wreaths | <input type="checkbox"/> Clothing Items |
| <input type="checkbox"/> Metal works | <input type="checkbox"/> Candles | <input type="checkbox"/> Pottery |
| <input type="checkbox"/> Soaps | <input type="checkbox"/> Glass work | |

Please describe in detail _____

I _____ have read the Geneva Farmers Market Rules 2020. I understand them and I agree that both myself and my employees will follow them.

Signature _____ Date _____

Please Return Completed Form to:
Geneva Recreation Department
47 Castle St
Geneva, NY 14456

Checks made payable to: Geneva Recreation Department

GENEVA FARMERS MARKET RULES 2020

1. All persons desiring to sell items at the Market must submit a completed Farmers Market Application, Inventory of Items to Be Sold, copies of all applicable licenses, and a signed statement indicating they have read and understand the rules of the Market.
2. The Inventory of Items to Be Sold will be examined at the time of application and approved by the Market Manager. Vendors may only sell items listed on the approved Inventory. An amended Inventory may be submitted at any time for approval if a vendor would like to sell additional items.
3. **Of the items sold at the Farmer's Market, 80% or more of a vendor's items need to be home grown, home-made or home baked.**
4. Those selling plants and plant materials must provide proof of licensure and a copy thereof submitted with their application.
5. Each vendor must follow all applicable Health Department guidelines. All processed foods should comply with the requirements set forth by federal, state, and local laws, rules and regulations.
6. Vendors are required to comply with federal, state and local laws, regulations and rules.
7. The collection and disbursement of sales tax, where applicable, are the sole responsibility of the vendor.
8. Prices for all items for sale shall be posted clearly.
9. Each vendor must post the name and location of his/her farm or business at his/her assigned selling area in the Market.
10. Selling at the Market shall begin promptly at 8:00AM.
11. Vendors shall arrive no earlier than 6:30AM to set up and may arrive no later than 7:30AM.
12. Vendors must agree to sell for the entire Market day. Exceptions are at the discretion of the Market Manager and vendors must receive prior approval.
13. A seasonal fee of \$200.00 will be charged for those desiring an assigned location. Vendors must set up no later than 7:30AM at their assigned space or the space will be reallocated. Season vendors have the benefit of an assigned spot for the season. To guarantee preferred spot, payment **MUST** be received in full by **6/20/2020**.
14. A weekly fee of \$20.00 will be charged to those who choose to participate on a weekly basis. Spaces are allocated on the day of the Market. Weekly vendors are NOT guaranteed an assigned spot, spots may differ from week to week.
15. Each vendor must supply his/her own tables and chairs. Easy ups or any other coverings, tables, chairs etc. must be contained in one space unless use of additional space has been pre-approved by the Market Manager. Spots are approximately 10x10.
16. Each vendor's space must be cleaned before leaving.
17. The number of craft/art/produce vendors may be limited. No flea market items are allowed for sale at the Market.
18. All season vendors need to inform us a week prior if you're not planning to attend the market the following week/weeks. We do reserve the right to use your space the weeks you are not attending.
19. Smoking will not be permitted in market area.
20. The City of Geneva Farmer's Market management staff reserves the right to enforce and/or change the rules in accordance to our vendors and customers safety anytime. If you do not comply you may be asked to leave. The Rules and Regulations are not intended to hinder our market but to look out for the quality and safety of all involved.

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Permits/Licenses/ Certificates Required for Farmers' Market Sellers

The following is a checklist that will help you to understand the permits, licenses and certificates that are required of sellers of various products commonly found in farmers' markets. This checklist is not exhaustive, but is a general guideline. Please consult the inspection agencies listed at the end further assistance.

Fresh Produce

- No permits, licenses or certificates required, if raw, uncut, and unprocessed.

Plant Sales – only one nursery license is required and must be posted in public view at the time of sale.

- NYS Department of Agriculture & Markets Nursery Growers License, if engaged in the production of plant material intended for sale. A nursery grower is also permitted to purchase and resell plant material under this same license.
- NYS Department of Agriculture & Markets Nursery Dealers License, if purchasing and reselling plant material only and the vendor is not involved in any growing of potted plant material
- 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 purchased 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

- 20C Exemption from NYS Dept of Agriculture & Markets if home baked, non-hazardous; i.e. Bread (no breads containing fruits or vegetables), rolls, cookies, cakes, brownies, fudge & double crust fruit pies. (Quick breads are considered potentially hazardous and cannot be done under 20C Exemptions.) No internet sales or advertising allowed.
- Article 20C License from NYS Dept. of Agriculture & Markets on all other baked products provided the business does 51% of its sales at wholesale. (Requires a separate, commercial kitchen.)
- All other baked goods must come from a licensed NYS Department of Health facility.

Mushrooms

- Cultivated mushrooms, sold whole or otherwise processed, require no license.
- Cultivated mushrooms, sliced, chopped, washed and identified as ready to eat or any other processing requires an Article 20-C license.
- Mushroom species picked in the wild shall be obtained from sources where each mushroom is individually inspected and found to be safe by an approved mushroom identification expert prior to sale.
- At this time, there are no approved mushroom experts in New York State.

Non-Alcoholic Cider/Fruit Juice

- Article 20C License from NYS Dept of Agriculture & Markets for manufacturers/bottlers.
- All cider and fruit juices must be pasteurized or UV treated.

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New York State Wine, Beer & Liquor

All NYS Alcohol Vendors must enforce age restrictions regarding sales by the bottle and sampling at farmers markets. To offer samples, you must have a one time or annual tasting permit from the State Liquor Authority (SLA). All alcohol vendors also need Valid NYS Sales Tax Certificate and must submit their brand label for approval (<http://www.sla.ny.gov/brand-labeling-1>). To sell by the glass, you'll need a SLA special events permit (<http://sla.ny.gov/online-permit-applications>).

Farm Brewery License – Beer producers sourcing 20% or more of their ingredients from New York State farms are eligible for a Farm Brewery License which allows them to produce beer in NYS.

- No other State Liquor Authority (SLA) license is needed for farm breweries to sell NY labeled beer by the bottle at farmers markets as defined above.

Craft Breweries – Beer producers making 60,000 barrels or less per year with any ingredients can get a Craft Brewery License.

- Craft Breweries can sell at Farmers Markets with either a no-fee permit from the NYS Liquor Authority OR a marketing Permit:

No Fee Permit: <http://www.sla.ny.gov/system/files/BrewerOffPremisesPermit.pdf>

Marketing Permit: <http://sla.ny.gov/online-permit-applications>

Farm Wineries or Micro Wineries – Farm Wineries produce 150,000 gallons or less per year whereas Micro Wineries produce 1,500 gallons or less per year. Both licenses require wines to be made from 75% grapes, fruits, or other agricultural products made in NYS.

- No permit is needed from SLA for licensed Farm and Micro Wineries to sell at farmers markets, however the market itself must apply for an official farmers market designation with the Department of Agriculture and Markets. The farmers market designation should be kept on hand at every market/event. Contact the Brooklyn office listed at the end of this guide for instructions on applying for an official designation.

Farm Cidery – A Farm Cidery License from the SLA is for those producing 150,000 gallons or less of cider per year and cider must be NYS labeled. In order to be NYS labeled the product must be made exclusively from apples or other pome fruits grown in NYS. Cider is defined as partially or fully fermented juice of fresh, whole apples or other pome fruits, 3.2 – 8.5 % alcohol with nothing added that increases alcoholic content produced by natural fermentation, but it may be sweetened or flavored after fermentation. In many cases, cider may also be labeled as a low-alcohol or high-alcohol wine.

- A cider producer with a permit to conduct tastings may sell their cider at a NYS farmers market where they are conducting a tasting.

Farm Distilleries - Farm Distilleries produce 35,000 gallons or less of spirits per year and use 75% or more New York State ingredients.

- In addition to the Farm Distillery license, a Marketing Permit is needed to sell distilled products by the bottle at NYS farmers markets: <http://sla.ny.gov/online-permit-applications>.

Processed Foods

- Home Processors are eligible for an Article 20-C Exemption from NYS Dept. of Agriculture & Markets, for non-hazardous foods only, including traditional fruit jams, jellies and marmalades; candy (excluding chocolate); spices and herbs repackaging only); and snack items such as popcorn, caramel corn and peanut brittle. Information on registering as a Home Processor in New York can be found on the website, <http://www.agriculture.ny.gov/FS/consumer/processor.html>, or by calling one of the Regional Offices.
- Article 20C License from NYS Dept of Agriculture & Markets, prepackaged and labeled in accordance with NYS Food Labeling Law: Identity of food in package form; name of manufacturer, packer or distributor; place of business; ingredient declaration in descending order of predominance by weight; and net quantity of contents.
- County Board of Health Permit if processing is on-site; i.e. cutting of baked goods to be sold by the piece, slicing of cheese to be sold by the pound; cooking and selling ready-to-eat foods
- Home processing of canned fruits and vegetables is not permitted. All canned fruits and vegetables must be done under 20C License and registered with the Federal government as a food processor.
- Article 20C License from NYS Dept. of Agriculture & Markets is required for dehydrating herbs and spices or for the blending of any spices for repackaging.

Meats – License is required if grinding or processing. License is not required for cutting.

Red Meat (Beef, lamb, goat)

- USDA slaughtered and/or processed must have USDA legend
- Article 28D License required if warehousing for wholesale
- Must be maintained at 0°F or below if sold frozen. 40°F if sold fresh.

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Chicken

- License not required to sell 250 turkeys or 1000 birds of other species. *
- No license required if USDA slaughtered.
- Article 28 License if warehousing for wholesale accounts.
- Article 5A license required if selling over 250 turkeys or 1000 birds of other species. *
- * 250 turkeys or 1000 birds of other species processed annually.

Exotic Meat

- Must be slaughtered at an Article 5A licensed establishment.
- Must be labeled "Processed at an NYSDAM facility."
- Article 28 License required if warehousing for wholesale accounts, if not licensed under Article 5A.

Processed Meats

- Article 20C license from the NYS Dept. of Agriculture & Markets

Fish

- No permit, license or certificate is required if a freshwater fisherman is selling only whole, non-protected species.
- Article 20C License from NYS Dept of Agriculture & Market if fish is pan-ready.
- NYS DEC hatchery permit required if selling protected freshwater species.
- NYS DEC permit required if re-selling any protected freshwater species.
- NYS DEC Food Fish License to catch and sell marine fish.
- NYS DEC Food Fish and Crustacean Dealers & Shippers License to resell marine fish purchased from a licensed fisherman

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