

**PEEKSKILL FARMERS MARKET
2008 SEASON**

STATEMENT OF INTENT

1. THE PEEKSKILL FARMERS MARKET WILL OFFER FRESH LOCAL PRODUCE AND PROCESSED FOODS TO CONSUMERS. THIS ALLOWS PRODUCERS TO SELL PRODUCTS DIRECTLY TO THE CONSUMER, AND CONSUMERS THE CHANCE TO BUY FRESH PRODUCE AND OTHER FRESH SPECIALTY FOODS. THE MARKET IS ALSO DESIGNED TO BOLSTER THE LOCAL ECONOMY BY DRAWING VISITORS TO THE CENTRAL BUSINESS DISTRICT.
2. THE MARKET IS MANAGED, OPERATED AND CONTROLLED BY THE PEEKSKILL BUSINESS IMPROVEMENT DISTRICT AND SUPPORTED BY THE PEEKSKILL COMMON COUNCIL AND THE CITY OF PEEKSKILL.
3. THE TIME AND LOCATION OF THE MARKET IS: SATURDAYS, FROM 8AM-2PM ON BANK STREET FROM JUNE 14th **THROUGH OCTOBER 25th 2008**
4. SELLERS SHOULD BE SET UP AND READY TO SELL AT 8AM.
5. STALLS ARE AVAILABLE IN **THREE** SIZES AT RENTAL PRICES DEPENDING ON THE SIZE OF THE STALL. ONLY SEASONAL RENTALS ARE OFFERED

RULES AND REGULATIONS

6. TO BECOME AN AUTHORIZED SELLER AT THE MARKET, A PROSPECTIVE SELLER MUST COMPLETE AN "APPLICATION TO SELL PACKET," SUBMIT TO THE **PEEKSKILL B.I.D. , 16 SOUTH DIVISION STREET, PEEKSKILL, NY, 10566 BY 4/07/08.**
7. **ALONG WITH THE APPLICATION SUBMIT A CURRENT CERTIFICATE OF INSURANCE, LISTING THE CITY OF PEEKSKILL AND THE PEEKSKILL B.I.D. AS "ADDITIONAL INSURED."** IF YOU DO NOT HAVE THE APPROPRIATE INSURANCE YOU WILL NOT BE ABLE TO PARTICIPATE. **CERTIFICATES MUST ALSO BE MAILED BY YOUR INSURANCE AGENT TO THE BID OFFICES.**
8. NO VENDORS WILL BE PERMITTED AT THE FARMERS MARKET WITHOUT AUTHORIZATION OF THE B.I.D. WE RESERVE THE RIGHT TO REJECT ANY APPLICATION OR TERMINATE ANY SELLERS RIGHT TO PARTICIPATE IN THE FARMERS' MARKET IF IN THE OPINION OF THE BID BOARD THE SELLER IS NOT CONDUCTING THEMSELVES IN A MANNER APPROPRIATE TO THE MARKET OR HAS REFUSED TO OBSERVE THE RULES OF THE BID AS REGARDS THE FARMERS' MARKET.
9. **ALL PERSONS ACTING AS SELLERS, AGENT OF THE SELLER OR APPLICANT TO THE BID SHALL BE CLEARLY LISTED AT THE TIME OF APPLICATION. SELLERS HAVING EMPLOYEES OR AGENTS SHALL AT THE TIME OF APPLICATION SUBMIT A CERTIFICATE OF WORKMAN'S COMPENSATION. ALL APPLICABLE LAWS, FEDERAL, STATE AND LABOR, PERTAINING TO THE EMPLOYMENT OF ILLEGAL ALIENS MUST BE STRICTLY ADHERED TO.**
10. ALL SELLERS, UTILIZING SCALES OR SELLING ITEMS BY WEIGHT, ARE REQUIRED TO HAVE THEIR SCALES CERTIFIED BY THE NYS DEPARTMENT OF WEIGHTS AND MEASURES/CONSUMER AFFAIRS OFFICE. UNANNOUNCED VISITS BY THE NYS DEPARTMENT OF WEIGHTS AND MEASURES/CONSUMER AFFAIRS OFFICE ARE FREQUENTLY DONE DURING THE MARKET.

11. ALL PREPARED AND PROCESSED ITEMS SOLD MUST BE LABELED. THE LABEL MUST INCLUDE: NAME, ADDRESS OF SELLER, WEIGHT OF CONTENTS, AND A LIST OF INGREDIENTS.
12. SELLERS ARE REQUIRED TO POST ALL PRICES IN FULL VIEW.
13. MARKET STALL FEES ARE SET BY THE B.I.D. AND **MUST BE PAID ON THE FIRST SATURDAY OF EACH MONTH OF THE FARMERS MARKET.**
14. STALL SPACES ARE ASSIGNED BY THE MARKET MANAGER.
15. FARMERS ARE REQUIRED TO ADHERE TO MARKET ARRIVAL AND DEPARTURE TIMES. YOU MAY ARRIVE NO EARLIER THAN 6:30AM AND MUST BE SET UP AND OPERATING BEFORE 8AM. MARKET SALES END AT 2PM AND DEPARTURE TIME IS ,NO LATER THAN 3PM
16. ALL SELLERS ARE EXPECTED OPERATE EVERY SATURDAY DURING THE MARKET'S SEASON. IF ANY SELLER FAILS TO ATTEND ANY MARKET DAY WITHOUT THE PRIOR NOTIFICATION OF THE MARKET MANAGER, THE MARKET MANAGER AND THE BID MAY SUSPEND THE SELLER'S PERMIT. IF YOU ARE UNABLE TO ATTEND, PLEASE LET THE MARKET MANAGER KNOW AT LEAST 48 HOURS IN ADVANCE. YOU CAN CALL (914) 737-2780 MONDAY THROUGH FRIDAY AND LEAVE A MESSAGE.
17. SELLERS MUST MAINTAIN THEIR STALL SPACES IN A CLEAN AND SANITARY CONDITION. EACH SELLER MUST REMOVE CONTAINERS, WASTE AND TRIMMINGS BEFORE LEAVING THE MARKET. THE CITY OF PEEKSKILL PROVIDES A DUMPSTER FOR REFUSE. ALL SURFACES, CUTTING DEVICES, CONTAINERS OR OTHER MATERIALS THAT CONTACT FOOD PRODUCTS SHALL BE SANITIZED IN ACCORDANCE WITH LOCAL HEALTH DEPARTMENT RULE & REGULATIONS HAVING JURISDICTION.
18. SELLERS MUST PROVIDE THEIR OWN TABLES, AWNINGS, ETC.
19. DIMENSIONS OF THE SELLERS TRUCK MUST NOT EXCEED THE DIMENSIONS OF THE ASSIGNED STALL. EXCEPTIONS MUST BE APPROVED IN ADVANCE BY THE MARKET MANAGER.

RULES AND REGULATIONS FOR SELLERS OF PROCESSED FOODS

20. APPROVED SELLERS IN THIS CATEGORY, **PROCESSED FOODS**, ARE THOSE WHO HAVE COOKED, PRESERVED OR OTHERWISE TREATED THE PRODUCT THEY SELL. SELLERS MAY BE REQUIRED TO EXPLAIN THE PROCESS USED TO PROCESS THESE FOOD ITEMS. **SAME EXPLANATION MAY BE IN WRITTEN FORM OR DOCUMENTED BY DEMONSTRATION IS NECESSARY.**
21. ALL PRODUCTS MUST ADHERE TO NYS DEPARTMENT OF AGRICULTURE AND MARKETS REGULATIONS. LABELING MUST ALSO BE IN COMPLIANCE AND SHOULD INCLUDE: NAME OF PRODUCT, INGREDIENTS, WEIGHT, APPROVED SELLERS NAME AND ADDRESS. CONTACT NYS DEPT. OF AGRICULTURE AND MARKETS FOR FURTHER COMPLIANCE. IF FARM PRODUCTS OTHER THAN THOSE GROWN ON THE PRODUCERS FARM ARE USED, PROVIDE NAME AND ADDRESS OF THE ACTUAL PRODUCER.

RULES & REGULATIONS FOR SELLERS OF AGRICULTURAL PRODUCTS

- 22. APPROVED SELLERS IN THIS CATEGORY ARE THOSE WHO HAVE GROWN THE PRODUCTS THEY PLAN TO SELL UPON LAND WHICH THE SELLER CONTROLS. PLEASE ATTACH A COMPLETED CROP PLAN.**
- 23. IF A SELLER IS SELLING ANY PRODUCE THAT IS PURCHASED FROM A THIRD PARTY, THE SELLER MUST PROVIDE THE NAME AND ADDRESS OF THE ORIGINAL PRODUCER(s). NO MORE THAN 50% OF THE FARMER'S MARKET SELLERS PRODUCT CAN BE FROM A THIRD PARTY SELLER OR PRODUCER.**
- 24. WHENEVER THE MARKET MANAGER IN GOOD FAITH BELIEVES A SELLER HAS VIOLATED THE CONDITIONS CONTAINED HEREIN, THE MARKET MANAGER MAY REPORT SAME TO THE BID BOARD AND AFTER A HEARING BY A LEAST THREE BOARD MEMBERS THE SELLER'S RIGHTS TO OPERATE MAY BE SUSPENDED FOR A REASONABLE PERIOD OF TIME THAT SHALL NOT EXCEED 14 DAYS.**
- 25. IF THE VIOLATIONS ARE CONSIDERED GRIEVOUS, OR IF THE VIOLATIONS ARE REPEATED, THE BID BOARD MAY SUSPEND THE SELLERS PRIVILEGES INDEFINITELY, OR PERMANENTLY REVOKE THE SELLERS PRIVILEGES.**
- 26. ALL SELLERS MUST COMPLY WITH ALL APPLICABLE FEDERAL, STATE AND LOCAL ORDINANCES, LAWS AND REGULATIONS.**

APPLICATION TO SELL

PRODUCER'S NAME _____

BUSINESS NAME _____

MAILING ADDRESS _____

PHONE (H) _____ PHONE (W) _____

LOCATION OF FARM/BUSINESS _____

NAME OF EMPLOYEES INCLUDING FAMILY MEMBER WHO MAY SELL FOR YOU:

OTHER MARKETS AT WHICH YOU PLAN TO SELL, PLEASE GIVE DAYS

MARKET:

SELLING DAYS:

PLEASE LIST THE ITEMS YOU PLAN TO SELL. IN ACCORDANCE WITH THE NEW YORK STATE REQUIREMENTS, FARMERS PLEASE COMPLETE THE ATTACHED CROP PLAN FORM FOR 2008

SIZE OF YOUR VEHICLE: LENGTH _____ WIDTH _____ HEIGHT _____

PLEASE FILL OUT BELOW AND ATTACH CERTIFICATE OF LIABILITY INSURANCE, NAMING THE CITY OF PEEKSKILL AND THE PEEKSKILL BUSINESS IMPROVEMENT DISTRICT CO-INSURED.

INSURANCE COMPANY NAME: _____

BROKERS NAME: _____

TELEPHONE NUMBER: _____

ADDRESS: _____

PRODUCT LIABILITY: _____

VEHICLE LIABILITY: _____

I REQUEST PERMISSION TO SELL AT THE FARMERS MARKET IN THE CITY OF PEEKSKILL. I HAVE READ THE RULES AND REGULATIONS OF THE MARKET AND I AGREE TO COMPLY SAME. **ADDITIONALLY TO PROVIDE REASONALBE AND LAWFUL COOPERATION WITH THE CITY OF PEEKSKILL AND THE PEEKSKILL BUSINESS IMPROVEMENT DISTRICT (BID).** FURTHERMORE, I AGREE TO PAY THE REQUIRED FEES IN ACCORDANCE WITH THE PREDETERMINED SCHEDULE. THE UNDERSIGNED, IN CONSIDERATION OF THE CITY OF PEEKSKILL PERMITTING THE USE OF ITS STREETS AND PROPERTY FOR THE SALE TO THE PUBLIC OF FOOD PRODUCTS, HEREBY AGREES TO INDEMNIFY AND HOLD HARMLESS THE PEEKSKILL BID, THE CITY OF PEEKSKILL, THEIR RESPECTIVE OFFICERS, AGENTS AND EMPLOYEES, FROM AND AGAINST ANY AND ALL CLAIMS, DEMANDS, CAUSES OF ACTION, INCLUDING COSTS OF DEFENSE OR JUDGMENTS ARISING FROM OR RESULTING FROM THE SALE OF FOOD OR FOOD PRODUCTS TO THE PUBLIC.

PRINT NAME: _____

SIGNATURE: _____ DATE: _____

ADDRESS: _____ TEL. #: _____

NOTARY: _____ EXP: _____

NOTORY SEAL:

APPROVED BY: _____ DATE: _____

DATE RECEIVED _____

CHECK #: _____

2008 FARMER'S MARKET CROP PLAN

NAME _____

FARM NAME _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

TELEPHONE _____ ACRES IN PRODUCTION _____

FARM LOCATION (travel directions) _____

VEHICLE SIZE/TYPE _____

MARKETING SEASON _____

**PEEKSKILL FARMERS MARKET
SATURDAYS, JUNE 9 - NOVEMBER 17, 2007**

APPLICATION TO SELL PACKET

1. PLEASE READ THE ATTACHED RULES AND REGULATIONS.
2. COMPLETELY FILL OUT THIS APPLICATION & THE HOLD HARMLESS AGREEMENT
3. RETURN PAGES 4 to 7 ALONG WITH A \$75.00 APPLICATION FEE BY April 09, 2008 AND A ORIGINAL CERTIFICATE OF LIABILITY INSURANCE, **IN THE AMOUNT OF \$1,000,000 FOR GENERAL LIABILITY AND \$250,000 FOR VEHICLE INSURANCE.** LISTING THE CITY OF PEEKSKILL AND THE PEEKSKILL BUSINESS DISTRICT MANAGEMENT ASSOCIATION, INC.. AS "ADDITIONAL INSURED" TO:

PEEKSKILL B.I.D
16 SOUTH DIVISION ST.
PEEKSKILL, N.Y. 10566
4. PLEASE MAKE ALL CHECKS PAYABLE TO "PEEKSKILL BID."
MEMO: FARMERS MARKET
5. WHEN RECEIVED, YOUR APPLICATION WILL BE REVIEWED FOR APPROVAL AND YOU WILL BE NOTIFIED OF THE DECISION. A MONTHLY PAYMENT OF \$165.00 WILL BE DUE ON THE FIRST SATURDAY OF EACH MONTH OF THE MARKET, STARTING JUNE 9TH.
6. IF YOU HAVE ANY QUESTIONS, PLEASE CALL (914) 737-2780, TUESDAY OR FRIDAY 10AM - 1PM.