

Asheville City Market *Vendor Application*

Thank you for your interest in becoming a vendor at the Asheville City Market. If you have any questions, contact the Market Manager by phone (828-348-0340) or e-mail (mike@asapconnections.org).

Application Process

- Application
- Review and Evaluation
- Site Visit Checklist
- Vendor Agreement

Mail to:

Asheville City Market Manager
Appalachian Sustainable Agriculture Project
729 Haywood Road
Asheville, NC 28806

Applicant Information

Name of owner(s): _____

Business name: _____

Address: _____

Phone: _____ E-mail: _____

Production location (if different from above): _____

Vendor Status

• **Member**

Members of ACM are assigned space for *reserved market dates* throughout the year. Reserved dates are determined as a part of the Application and Vendor Agreement process. Members participate in the election of vendor representatives and may serve on the Market's Oversight Committee.

• **Day Vendor**

Day vendors are assigned space as available and at the discretion of the Market Manager.

Vendor preference: **member vendor** **day vendor**

Vendor Category

Category assignment is determined by the Market Manager based on application information provided and completion of a site visit checklist. Vendors who apply to sell in more than one category are evaluated and assigned a category by the Market Manager according to the primary products to be sold.

• **Farm**

Farm products including raw vegetables and fruit, eggs, honey, herbs, plants, cut flowers, cheese and other dairy products, meat, fish, etc.

• **Value added / Prepared foods**

Food products, prepared foods (processed, packaged or sealed, ready-to-eat, etc.), and non-food products

• **Art / Craft**

Items in this category are evaluated by the Market Manager with the assistance of a review committee

• **Day vendors**

Includes all non-member vendors regardless of items sold

Fees

Membership	\$ 100/year	Art / Craft	\$ 25/week
Farm	\$ 20/week	Day vendor	\$ 35/week
Value added / Prepared foods	\$ 20/week	Electrical access	\$ 5/week (limited availability)

Product List - Please list products to be sold.

Farm products - produce, eggs, honey, herbs, plants, cut flowers, cheese and other dairy products, meat, fish, etc.

Value added / Prepared foods - food products, prepared foods (processed, packaged, or sealed, ready-to-eat), and non-food products. Note: list local ingredients used.

Art / Craft products (vendors must complete a supplemental application process)

Please enter percentage of total sales for each category (total will equal 100%)

_____ % Farm
_____ % Value added / Prepared foods
_____ % Art / Craft
100 %

Market Dates - please indicate your choice of market dates (to be confirmed)

<input type="checkbox"/> April 19	<input type="checkbox"/> June 7	<input checked="" type="checkbox"/> July 26	<input type="checkbox"/> September 13	<input type="checkbox"/> November 1
<input type="checkbox"/> April 26	<input type="checkbox"/> June 14	<input type="checkbox"/> August 2	<input type="checkbox"/> September 20	<input type="checkbox"/> November 8
<input type="checkbox"/> May 3	<input type="checkbox"/> June 21	<input type="checkbox"/> August 9	<input type="checkbox"/> September 27	<input type="checkbox"/> November 15
<input type="checkbox"/> May 10	<input type="checkbox"/> June 28	<input type="checkbox"/> August 16	<input type="checkbox"/> October 4	<input type="checkbox"/> November 22
<input type="checkbox"/> May 17	<input type="checkbox"/> July 5	<input type="checkbox"/> August 23	<input type="checkbox"/> October 11	<input type="checkbox"/> November 29
<input type="checkbox"/> May 24	<input type="checkbox"/> July 12	<input checked="" type="checkbox"/> August 30	<input type="checkbox"/> October 18	<input type="checkbox"/> December 6
<input type="checkbox"/> May 31	<input type="checkbox"/> July 19	<input type="checkbox"/> September 6	<input type="checkbox"/> October 25	<input type="checkbox"/> December 13
				<input type="checkbox"/> December 20

License, Permit, Certification, and Inspection Requirements

The Market Manager will complete a farm or production site checklist as a condition for vendor approval. Vendors are required to comply with all Federal, state, and local laws governing food safety and labeling and will provide the Market Manager with valid and current documentation of required licenses, permits, or certifications.

Please indicate which of the following apply to your production and vending:

- NCDK Kitchen Inspection
- USDA Organic Certification
- NCDK Meat Handler’s License
- City of Asheville Privilege License
- FDA Short Course Certification (for acidified foods)
- Sales Tax ID Number
- other: _____
- other: _____
- other: _____

Liability Insurance and Hold Harmless Provisions

A.S.A.P. holds general liability insurance covering the Asheville City Market. The following Hold Harmless clause is included as part of the Vendor Agreement.

Each vendor participating in the Asheville City Market shall be responsible for any loss, personal injury, deaths, and/or other damage that may occur as a result of the vendor’s negligence or that of its servants, agents, and employees, and hereby agrees to exonerate, hold harmless, indemnify and defend Asheville City Market and A.S.A.P., its successors and assigns, from and against any and all losses, damages, claims, suits or actions, judgments and costs, and attorneys fees which may arise or grow out of any injury or death of persons or damage to property in any manner connected with the vendor’s products, operations, or vending at the Market.

Note: Individual vendor insurance with A.S.A.P. listed as an additional insured will be required for the 2009 Market. Additional details will be provided during the 2009 application process.

Oversight Committee service

I would be willing to serve on the Oversight Committee as an elected or appointed member

SIGNATURE: _____ DATE: _____