



Clinton Farmers Market



Welcome to the 2023 Market Season! We are looking forward to another successful Farmers Market in the Village of Clinton, and we invite you to submit your application for participation in this year's market.

The Clinton Chamber of Commerce manages the Clinton Farmers Market on the Village Green. The 2023 Clinton Farmers Market will run on Thursdays from June 1st through October 5th from 10:00 am to 4:00 pm. **The Clinton Farmers Market takes place rain or shine.**

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

- 2023 Clinton Farmers Market Vendor Application: Please complete the application and return it to us along with your payment to: **Clinton Chamber of Commerce, PO Box 142, Clinton, NY 13323**
- 2023 Clinton Farmers Market Rules and Regulations
- Listing of all permits/licenses/certificates required for Farmers Market Sellers

This application is for Returning Vendors ONLY: Once your completed application (along with payment and Certificate of Liability Coverage naming the "Village of Clinton" and the "Clinton Chamber of Commerce" as additionally insured) is received, and your check is deposited, you are approved to participate in the 2023 market.

Returning Vendor Application Due Date: Friday, March 31, 2023. Please send in your application by Friday, March 31, 2023 to reserve your vendor spot. We have a long list of prospective new vendors who would like to participate in the Clinton Farmers Market. If your application is not received by Friday, March 31, 2023, your vendor spot from last year may be given away.

Vendor Selection Criteria: The Clinton Farmers Market is fortunate to have returning vendors who come year after year. Consideration will be given to those vendors with seniority. Highest priority will be given to farmers, growers, and producers. Other vendor selection criteria include:

1. History with the Clinton Farmers Market, including but not limited to adherence to market rules and regulations, number of years participated in the market, weekly market attendance/tardiness record, and payment of fees.
2. History of Health Department violations anywhere and parking violations at the Clinton Farmers Market.
3. Enhancement of overall product mix at the market without creating excessive supply of any one product as determined by the Market Manager and Farmers Market Committee.
4. Quality of products for sale by vendor as well as attractiveness and presentation of products/displays at booth at the discretion of the Market Manager and the Farmers Market Committee.

Please note, a completed application requires a copy of all relevant licenses and permits to conduct business in New York State (see listing included), a Certificate of Liability coverage naming the "Village of Clinton" and the "Clinton Chamber of Commerce" as additionally insured, and the vendor fee payment.

If you have any questions, please contact Molly Marris, Executive Director, at info@clintonnychamber.org or 315-853-1735



Clinton Farmers Market



2023 Clinton Farmers Market Vendor Application

The 2023 Clinton Farmers Market will run on Thursdays from June 1st through October 5th from 10:00 am to 4:00 pm.
The Clinton Farmers Market takes place rain or shine.

Name: _____

Business Name: _____

Address: _____

Mobile #: _____ Email: _____

Website: _____ Facebook Instagram Twitter

Vehicle Make and Model: _____ License Plate #: _____

NYS Sales Tax #: _____

Products: Please list all items you intend to sell with details:

ONLY products listed above can be sold at the Clinton Farmers Market

Participation Fee:

- \$250 Trailer – Size limit: 14’x7’ – Limit to two (2) trailers allowed per season
- \$200 Curbside Space – Season (*Priority to returning vendors*) – Booth Size: 12’x12’ (limited spaces available)
- \$170 Village Green Space – Season – Booth Size: 12’x12’
- \$30 Electric Hook-Up – Limited Availability – Vendors needing electric power are required to provide their own extension cords. All cords used must be UL approved and in good working condition.
- \$100 Clinton Chamber of Commerce Member (current member in good standing – only one 12’x12’ space discount)
- \$0 Nonprofits – no charge

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

- Able to accept credit cards at the Clinton Farmers Market
- Enrolled in the Farmers Market Nutrition Program (FMNP). If so, please provide a copy of the Farmers Market Agreement Form (FMC-6) and Crop Plan (FMC-12)
- Willing to accept SNAP tokens? If new to SNAP, please ask for a participation agreement form. Vendors who accept SNAP tokens can also accept FreshConnect Checks.
- Willing to participate in the Power of Produce (POP) Kids Club?



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Parking:

Parking is a major issue in the Village of Clinton during the market. The market’s customer base has increased dramatically as well. Everywhere year, there is pressure from the Clinton Fire Department and Kirkland Police Department to keep West Park Row OPEN for traffic, especially for emergency vehicles, as the Fire Station is down at the end of West Park Row.

For all vendors: You may park along West Park Row (at your own risk) to unload in the morning and load in the afternoon. As a request by the Kirkland Police Department, DO NOT UNLOAD from East Park Row. You may be ticketed. After unloading from West Park Row, you must move your vehicle to the designated areas. All vendors must move their vehicles to the designated areas immediately after unloading their products, tent, accessory items, etc., and before setting up their booth. Please do not park on the street or in public parking lots. These spaces are allocated for customers to the market and local businesses. These rules will be strictly enforced. Vendor parking will be monitored, and violations will be reported to the Kirkland Police. **DO NOT park in the Alexander Hamilton Institute lot. This is private property and vendors DO NOT have permission to use it.**

Any vendor who is found to have violated any provision of the Farmers Market Rules and Regulations will receive a warning. **In the event of a second violation, Market Manager reserves the right to deny continued participation in the Clinton Farmers Market.** Vendor fees will be forfeited to the Clinton Chamber of Commerce due to your violation.

Your check will not be deposited until your application is approved. Please complete the application and return it to us along with your payment to: **Clinton Chamber of Commerce, PO Box 142, Clinton NY, 13323** or email to info@clintonnychamber.org.

I have read, understood and agree to abide by and comply with the Clinton 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 Clinton Chamber of Commerce, its volunteers, its management and the Village of Clinton for any losses or damages, however incurred. Lastly, I hereby accept and agree to follow the above rules regarding attendance, unloading/loading and parking.

Vendor Signature:

Office Use ONLY

Amount Enclosed: \$ _____ Check #: _____ Date: _____

Certificate of Liability Insurance Enclosed Required Permits/Licenses/Certificates Enclosed



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; ie. Bread (no breads containing fruits or vegetables), rolls, cookies, cakes, brownies, fudge & double crust fruit pies. (Quickbreads 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.

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.

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

Dairy

Cheese & Other Dairy Products (such as yogurt, butter, sour cream)

- ❑ For producers, Part II Permit, issued by the NYS Dept. of Agriculture & Markets Division of Milk Control and Dairy Services.
- ❑ If cut and wrap cheese, need Part II Permit issued by Division of Milk Control and Dairy Services unless part of a food establishment regulated by Division of Food Safety, in which case just need Article 20C License.

Milk and Fluid Milk Products (such as 2%, 1% and non-fat milk)

- ❑ Milk must be pasteurized.
- ❑ Producer must have Part II Permit issued by Division of Milk Control and Dairy Services.
- ❑ Producer and any distributor must have a Milk Dealers license issued by Division of Milk Control and Dairy Services unless amount handled is less than 3000 pounds per month

Grains and Legumes (prepackaged – cannot be packed on site)

- ❑ No permits, licenses or certificates are required.

Fresh Cut/ Dried Flowers

- ❑ Valid NYS Sales Tax Permit

Crafts

- ❑ Valid NYS Sales Tax Permit

For additional information, call:

NYS Dept. of Agriculture & Markets, Division of Food Safety:

Albany Region: 518-457-5459

Syracuse Region: 315-487-0852

Rochester Region: 585-427-2273

Buffalo Region: 716-847-3185

New York City: 718-722-2876

NYS Dept. of Agriculture & Markets, Division of Milk Control & Dairy Services:

Albany: 518-457-1772

NYS Dept. of Agriculture & Markets, Division of Plant Industry:

Albany: 518-457-2087

Brooklyn: 718-722-2830

NYS Dept. of Environmental Conservation, Permitting Office: 631-444-0471

Compiled by the Farmers' Market Federation of New York, 2009, updated 2015