

**Vendor Application & Guidelines**

Thank you for your interest in the Captain’s Watermen and Farmers Market. We aim to provide fresh local seafood, produce, and artisanal products to residents of Southern Maryland. We provide an exquisite market experience for our visitors to stay awhile. Located directly on the museum’s breathtaking waterfront grounds, customers will enjoy shopping the market as part of a relaxing Sunday afternoon where they can explore the museum, art exhibit, and picnic while listening to local live music.

**To join the Captain’s Market, please submit the completed application and appropriate licensing/permit information by July 3, 2022**

Questions, feedback and completed forms can be emailed to market@captainaverymuseum.org or mailed to:

**PO Box 89, Shady Side, MD 20764, ATTN: Market Manager**

Full Name:

Phone Number: Email:

Business Name:

Website (if applicable):

Which of the categories below best describes your business and what you want to sell at the Market (check all that apply)?

Fresh fruits/vegetables from my farm Brewpub or wine bar

Meat or poultry Retail Beer/Wine/Spirits (to take home)

Fish and/or other seafood Plants/nursery products

Milk Prepared foods for immediate consumption

Cheese Value-added foods: jams, salsas, pickles, etc.

Eggs Other retail (books, gifts, etc.)

Coffee/Tea Hand-made by you (art, jewelry, candles, etc.)

Other:

What, if any, licensing or permitting requirements do you need to operate your business within the market?

**DO YOU ACCEPT:** FMNP (WIC & Senior) \_\_\_\_yes \_\_\_\_no FVC (Fruit & Vegetable Checks) \_\_\_\_\_yes \_\_\_\_\_no SNAP (Supplemental Nutrition Assistance Program) \_\_\_\_\_yes \_\_\_\_\_no

**PLEASE LIST ALL SEAFOOD PRODUCTS THAT WILL BE SOLD:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PLEASE LIST ALL FARM PRODUCTS THAT WILL BE SOLD:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CERTIFIED ORGANIC? \_\_\_\_YES \_\_\_\_NO CERTIFIED NATURALLY GROWN? \_\_\_\_YES \_\_\_\_NO CERTIFIED BIODYNAMIC? \_\_\_\_YES \_\_\_\_NO FOOD ALLIANCE CERTIFIED SUSTAINABLE? \_\_\_\_YES \_\_\_\_NO DO YOU USE INTEGRATED PEST MANAGEMENT PRACTICES (IPM)? \_\_\_\_YES \_\_\_\_NO

PLEASE LIST OTHER CERTIFICATIONS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PROCESSED FOOD** (IF APPLICABLE, PLEASE CHECK OR LIST PRODUCTS OFFERED) CHEESE \_\_\_\_\_ BAKED GOODS/BREAD \_\_\_\_\_ HONEY \_\_\_\_\_ COFFEE \_\_\_\_\_

JAMS/JELLIES/PRESERVES \_\_\_\_\_ OTHER \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DESCRIBE THE PRODUCTS YOU WILL BE SELLING: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

WHERE ARE YOUR PRODUCTS PROCESSED? (PLEASE INCLUDE A COPY OF ANY APPLICABLE LICENSING INFORMATION)

**VENDOR SPACE**

How much space will you need for your set up?

 10’x10’ 12’x12’ 15’x15’

Describe any special requirements you will need **to** participate in this outdoor market.

Electricity:

Gas:

Lighting:

Drainage:

Water Supply:

Loading/Unloading:

**MARKET VENDOR FEES**

(Please do not submit payment until after you have been accepted into the Market.)

**Contracts:** $140 upfront flat seasonal fee ($10/ day) and must attend 10/14 markets

**Refunds!**

-Attend all 14 markets and receive 50% refund ($70)

-Attend 12/14 markets and receive 25 % refund ($35)

Please contact us if you are interested in making other arrangements.

**MARKET VENDOR APPLICATION & GUIDELINES CONT.**

* The market will operate on Sundays from 1-4 pm starting July10th, 2022, and ending on October 9, 2022. There is no market on July 3rd, 2022. Vendors can begin set up at 12:00pm and must clean up and vacate by 5pm.
* The market is in the shaded lawn of the Captain Avery Museum1418 East West Shady Side Road Shady Side, Maryland, 20764, weather permitting. Should it become necessary to cancel the Market, it will be posted on the Museum’s website and Facebook page along with a group email sent to all vendors. All efforts will be made to send cancellation of the market at the earliest time possible.
* Any changes in the products sold listed on your application must be submitted to Elaina Lill Uhl in advance for approval.
* Vendors must display a sign identifying the name and location of their farm/company as well as prices for all products.
* Each Vendor will be assigned a space for the duration of their participation with the market. Tents or canopies may be used and must be adequately secured for safety and to avoid injury or damage to property and/or patrons. Vendors are required to make immediate safety changes when directed to do so by the Market Manager.
* Vendors must comply with all applicable federal, state, and local laws along with health and safety requirements and with applicable County policies, procedures, and directives. Additionally, each vendor must obtain and provide the Market Manager with all applicable federal, state and/or local licenses, permits and certifications required for its Market activities.
* Bakers must provide certificates for an approved baking facility.
* Vendors that make cheese or any other value-added products from milk that is purchased from regional dairy farms must provide certificates for cheese making facility.
* Meat producers who primarily operate a food processing facility that processes meat raised by local farmers must provide state and federal (USDA) certificates for their processing facility.
* The applicant agrees to hold harmless and indemnify the Captain Avery Museum and staff for all liabilities, losses, claims, damages and expenses to the property and personal injury arising from or out of the installation, set-up, operations, dismantling and/or removal of materials if caused in whole or by part the act of omission of the vendor, its agents, contractors, or employees.
* Liability Insurance: Vendor is required to maintain an insurance policy covering both general liability and product liability with a minimum of $1,000,000 in coverage. The insurance policy must name the Market as an additional insured. The Vendor must show proof of such insurance prior to selling at the Market and produce a copy of the insurance certificate upon request. The Market does not provide any insurance for Vendor.

I, THE UNDERSIGNED, AGREE TO COMPLY AND ABIDE BY THE TERMS DEFINED IN THE CAPTAIN’S WATERMEN AND FARMERS’ MARKET GUIDELINES.

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

BEST WAY TO BE CONTACTED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FOR OFFICE USE ONLY**

ACCEPTED for participation in the Captain’s Watermen and Farmers’ Market.

BY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_