

Wilmington Farmers' Market at Tidal Creek

New Member Application Instructions

Thank you for your interest in participating in the Wilmington Farmers' Market at Tidal Creek. Please follow the steps below for completing your New Member Application.

1. Read the Official Rules and By-Laws of Wilmington Farmers' Market at Tidal Creek. These documents can be viewed from our website, thewilmingtonfarmersmarket.com under "Become a Vendor".
2. Wilmington Farmers' Market at Tidal Creek is an all local, producer-only market. Only applicants that produce their items within 100 miles of Wilmington will be considered.
3. Submit your non-refundable \$25.00 application fee via check made payable to Wilmington Farmers' Market. The Application and payment can be mailed to, or dropped off at Tidal Creek Co-op at the following address:
Wilmington Farmers' Market
5329 Oleander Dr.
Wilmington, NC 28403
4. The Board of Directors will review applications on a monthly basis, paying particular attention to applications that offer unique products and complement the current offerings at the market. Selected applicants will be contacted by the market manager to set up an inspection of your farm or place of business.
5. Notification of your application status will be emailed to you when a decision is reached.
6. If accepted, new members are required to pay the Annual Membership Fee before attending the market. Membership options:
 - **Full Time Membership:** allows attendance for all market days (\$175 annual fee)
 - **Part Time Membership:** allows 25 or fewer market days attendance (\$125 annual fee)

In addition to the annual fee, a \$25 market fee is collected each time you set up at the market. *Please keep in mind we are a year-round market and are open every Saturday 8am-1pm throughout the year.

Thank you for applying to the Wilmington Farmers' Market at Tidal Creek!
Questions? Contact Julie Svenson at

TheWilmingtonFarmersMarket@gmail.com or at 910-622-0793

Part 1: General Information!

1. Farm or Business Name: _____

2. Name(s) of Owner(s): _____

3. Mailing Address: _____

4. Phone Number(s): _____

5. E-mail Address: _____

6. Provide names and e-mail addresses for any of your employees who should also receive the Vendor Newsletter from the Market Manager.

7. Website: _____

8. Production Location Address: (if different from mailing address) _____

9. Total number of acres under production: _____

10. Please indicate how your Farm or Business Structured:

_____ Sole Proprietorship

_____ Partnership

_____ Corporation

_____ Limited Liability Company (LLC)

_____ C-Corp Corporation(C-Corp)

_____ S- Corp Corporation (S-Corp)

_____ Other: Describe _____

11. Please provide the EIN Number or Federal Taxpayer ID Number Associated with your Farm or Business: _____
12. Does your Farm or Business sell any products for which you must collect and pay sales tax?
If Yes, please provided NC Sales and Use Tax Number _____
No _____
13. Do you have a Streamlined Sales and Use Tax Agreement Certification of Exemption (Form E-595E) for Agricultural Production?
If Yes, please provide your NC Certification of Exemption Number _____
No _____

Part 2: Product Categories

The next questions are about the products you intend to sell at the market. Products are classified into Four Categories as follows:

Category 1: Raw or minimally processed farm products including but not limited to, vegetables, fruits, herbs, cut flowers, eggs, honey, bedding plants and landscape plants. (seeds?)

Category 2: Processed foods that require use of a North Carolina Department of Agriculture (NCDA) inspected kitchen including but not limited to, baked goods, jams, jellies, preserves, vinegars, juices, coffees and teas.

Category 3: Products that require more stringent inspection, regulation or refrigeration including but not limited to, acidified foods, cheese and other dairy products, meat, poultry and fish.

Category 4: Crafts

Please review the Official Rules of the Wilmington Farmers' Market at Tidal Creek, Number 9. Eligible Market Products, concerning types of products that may be sold at market.

1. What types of **raw or minimally processed farm products** do you intend to sell at the market? Please check all that apply and estimate the percentage of your total sales per sub-category:

- _____ none
- _____ vegetables, fruits, herbs: _____ % of total sales for Category 1
- _____ tree fruit and nuts: _____% of total sales for Category 1
- _____ cut flowers, bedding plants, landscape plants: _____% of total sales for Category 1
- _____ eggs: _____% of total sales for Category 1
- _____ honey: _____% of total sales for Category 1
- _____ dried beans, rice, grains, seeds: _____% of total sales for Category 1
- _____ other: (please specify and estimate percentage of total sales for Category 1) _____

Category 1: % _____ of Total Sales

2. What types of foods that must be **processed in a NCDA inspected kitchen** do you intend to sell at the market? Please check all that apply and estimate the percentage of your total sales per sub-category:

- _____ none
- _____ baked goods: _____% of total sales for Category 2
- _____ jams, jellies, preserves: _____% of total sales for Category 2
- _____ vinegars, juices, coffees, teas: _____% of total sales for Category 2
- _____ prepared foods from farm items: _____% of total sales for Category 2
- _____ other: (please specify and estimate percentage of total sales for Category 2)

Category 2: _____% of Total Sales

3. What types of products that **require stringent inspections, regulations or refrigeration** do you intend to sell at the market?
Please check all that apply and estimate the percentage of your total sales per sub-category:

- _____ none
- _____ acidified foods (FDA certification required): _____% of total sales for Category 3
- _____ cheese or other dairy product: ***certification required** _____% of total sales for Category 3
- _____ meat, poultry, fish: ****certification required** _____% of total sales for Category 3
- _____ other: (please specify and estimate percentage of total sales for Category 3) _____

Category 3: _____% of Total Sales

4. What types of farm related **Crafts** that are made from locally sourced materials do you intend to sell at market?

- _____ none
- _____ farm crafts: _____% of sales for Category 4

Please list and describe your craft items here and provide information as to how they are produced: _____

Category 4: _____% of Total Sales

For each Category of Products, please record your estimates from above. Your total percentage for all four categories should equal 100%. Please enter whole numbers only:

_____ % Category 1: Raw or minimally processed farm products

_____ % Category 2: Processed food that must be prepared in a
NCDA inspected kitchen

_____ % Category 3: Acidified foods, meat, poultry, fish and cheese or
other dairy products that require inspections,
regulations or refrigeration

_____ % Category 4: Crafts

Part 4: Application Agreement

I acknowledge that I have read the Wilmington Farmers' Market at Tidal Creek Rules and that I will abide by these rules. I understand my membership may be terminated for violation of these rules. Finally, I agree that representatives of the Wilmington Farmers' Market at Tidal Creek can visit and inspect my farm or business premises and the products I sell.

Signature of Vendor: _____

Printed Name: _____

Date: _____

Thank you for applying to the
Wilmington Farmers' Market at **Tidal Creek.**