

Wilmington Farmers' Market at Tidal Creek

2019 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 downloaded from our website, thewilmingtonfarmersmarket.com or by calling the market manager, Jane Horst, at 910-200-4290.
2. Wilmington Farmers' Market at Tidal Creek is an all local, producer-only market. Only applicants that produce their items within 70 miles of Wilmington will be considered.
3. Submit your non-refundable \$25.00 application fee via check and completed form by February 15, 2019. Checks can be made payable to Wilmington Farmers' Market. The Application and payment can be mailed to the following address:

Wilmington Farmers' Market
PO Box 10276
Wilmington, NC 28404

4. The Board of Directors will review applications in February, 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 no later than February 25th 2019.
6. If accepted, new members will be expected to attend the mandatory annual **Membership Meeting, which will be held on Saturday, March 2, 2019** at 2:00 pm. **Members are also required to pay the annual membership fee before or at the annual Membership Meeting.**
Full Time Year Members: \$175.00 Allows Year Round Attendance(may be paid in 2 payments, \$100 on 03/02/19 & \$100 on 07/06/19: \$25 finance fee)
Part Time Members: \$125.00 Allows 25 or fewer Market Days Attendance
Guest Members: \$75.00 Allows 10 or fewer Market Days Attendance

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

TheWilmingtonFarmersMarket@gmail.com or at 910-200-4290

! ! ! **Part 1: General Information!** ! ! !

1. Farm or Business Name: _____

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

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3. Mailing Address: _____

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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 _____	
		-2-

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

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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
NCCA inspected kitchen
_____ % Category 3: Acidified foods, meat, poultry, fish and cheese or
other dairy products that require inspections,
regulations or refrigeration
_____ % Category 4: Crafts
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! ! ! **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. I also 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. Finally, I recognize that attendance at the Annual Membership Meeting is mandatory and failure to attend or send a qualified proxy will result in a \$10.00 fine and forfeiture of all rights to reserved space assignments.

Signature of Vendor: _____

Printed Name: _____

Date: _____

Thank you for applying to the
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