

Foothills Heritage MARKET

Dear Prospective Market Vendor,

Thank YOU for your interest in the 2014 Foothills Heritage Market! We hope that together we can make it into the premier open-air market in the Tri-County area, increasing profitability of your LOCAL business and providing locally produced food and other items for our citizens. The 2014 Market Season will run every Saturday from May 3rd to November 1st from 8am-12pm.

Enclosed you will find the 2014 Market Vendor Rules & Regulations, Vendor Application, Grower Form, Crafter Form, and Food Form. Please make sure all applicable sections are filled out completely before submitting. Incomplete applications will delay processing and could hinder your eligibility for this market season. Your information will be used on the Market's website and in other marketing materials for the public and media.

If you have any questions regarding the application and/or rules please contact me at 864-324-4231 or info@foothillsheritagemarket.org.

We look forward to seeing you at the market!

Sincerely,

Nathan Philyaw

Vendor Manager

Foothills Heritage Market

APPLICATION INFORMATION:

1. Read Foothills Heritage Market Rules & Regulations.
2. Completely fill out the application form.
3. Return the completed form along with photocopies of appropriate permits, licenses & letters (IE Retail License, Egg Certification, Kitchen Certification, SFMNP Certification, or any other paperwork required to do business in YOUR trade.) and payment for the FIRST season you plan to attend.
4. Return to :

Foothills Heritage Market
C/O 3 Oaks Farm
222 N. Seed Farm Rd
Westminster, SC 29693

5. If your application is approved, a site visit may be conducted at any time during the market season. The Vendor Manager is not required to announce or schedule visits, but an attempt to schedule will be made. Failure to cooperate regarding site visits will result in application being removed from the application process or removal from the market.
6. All applications must be submitted by March 30th, 2014. Vendors will be notified regarding their acceptance into the market by April 10th, 2014.
7. Any application received after March 30th, 2014 will be evaluated based on the market needs.
8. All accepted applicants will be STRONGLY ENCOURAGED to attend a Market 2014 Opening Meeting at the Foothills Heritage Market grounds to be scheduled in April.

Farmers' Market General Rules & Regulations

1. Time/Date: Market runs Saturday May 3rd, 2014 thru November 1st, 2014. The season may be extended if weather/demand permit at no extra charge to late season vendors. Market runs from 8am-12pm
2. Location of Market: 178 Hayfield Rd. Westminster, SC 29693
3. Fee Structure:
The Market season will be divided into three "seasons":
Early Season May 3rd – June 21st (8 Saturdays/\$25)
Mid-Season June 28th – August 16th (8 Saturdays/\$25)
Late Season Aug 23rd – Nov 1st (10 Saturdays/\$25 including Foothills Heritage Fair)
PAYMENT FOR EACH SEASON IS DUE PRIOR TO THE START OF EACH SEASON

MAKE CHECKS PAYABLE TO FOOTHILLS HERITAGE MARKET

4. Vendor Check-in/Setup:

- A. Vendors are expected to arrive at market not later than 7:45am.
- B. Vendors are to check-in with Market Manager for placement.
- C. An attempt will be made to locate vendors in the same spot each week, but final location of vendor is at the Market Manager's discretion.
- D. If a vendor is not going to attend, please notify the Market Manager PRIOR to 7am Saturday morning. Market manager can be notified in the following manner:
Call 864-324-4231
Text 864-324-4231
Email info@foothillsheritagemarket.org
- E. Vendors receive approximately 10'x10' selling space. There is room for 30 vendors underneath the covered market area. Spaces will generally be assigned on a first-come first-serve basis. Final placement is at the Market Manager's discretion.
- F. Vendors may not leave until the market is over (12pm). Vendors are required to stay set-up even if "SOLD OUT". Use this as an opportunity to market your future products and to build business relationships and contacts. If the market is slow at the end, the Market Manager may choose to "release" vendors early.
- G. Vendors are expected to display an attractive and visible sign at their location detailing their business name/location.
- H. Vendors are expected to properly dispose of all trash at the end of the market.

5. Market Cancellation (Severe Weather):

The Market Manager has the right to cancel the Market due to severe weather conditions, conditions that threaten public safety, high winds, lightning, etc. If the Market is cancelled, all vendors will be contacted at the phone number and/or email address on file. A message will also be posted on the Market Facebook page and website for Vendors and Market attendees. If the market is cancelled vendors may not sell from the market site that day.

6. Farm/Facility/Site Visits:

ALL Vendors will receive one visit before or during the market season. Further site visits may be used in the following circumstances.

- a. If information is received requiring verification.

- b. As part of the normal audit cycle.
- c. Vendor adds a “new” aspect of their business not listed on original application.

The purpose of the site visit is to transparently ensure all vendors/customers that locality of the product has been verified to be made within 50 miles of Oconee County, and that the product is original and has been produced locally.
NO WHOLESALE OR RESALE IS ALLOWED AT THIS MARKET!

2014 Foothills Heritage Market Vendor Application

Business Name: _____

Contact Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone No: _____ Alternate No: _____

Email: _____ Website: _____

Please Specify Products to be sold:

____ Produce or Plants (Include Grower Form)

____ Handmade Crafts/Arts

(Include Crafter Form, & Photos)

____ Processed Food, Eggs, Meat, Dairy, Honey

(Include Food Form)

Required Permit: Attach any

copies of required permits to this

form. _____

I am planning on attending the following "seasons":

EARLY : May 3rd – June 21st (\$25)(8 Saturdays)

MID : June 28th – August 16th (\$25)(8 Saturdays)

LATE : August 23rd – November 1st (\$25)(10 Saturdays Including Foothills Heritage Fair)

TOTAL DUE: _____ TOTAL ENCLOSED: _____

IF THERE ARE ANY DATES WITHIN THE SEASON YOU HAVE SIGNED UP FOR THAT YOU WILL NOT BE ABLE TO ATTEND PLEASE LIST THEM: _____

I have read, agree, and will comply with all rules and regulations for the Foothills Heritage Market. I understand that Market Management has the right to enforce any rules,

regulations, and the operation market as seen fit. I also acknowledge that I have not been promised exclusivity for my product.

APPLICANT SIGNATURE: _____ DATE: _____

HOLD HARMLESS CLAUSE:

I hereby agree to indemnify and hold harmless South Carolina Foothills Heritage Fair, Foothills Heritage Market, Thrift Bros. Inc and Oconee County, their employees, officers, agents and/or contractors for and against any and all damages, losses, suits, liability, and/or from personal injury, including death, of myself arising out of or in any way connected with our participation in the Oconee, SC Farmers Market Program and the Foothills Heritage Market, except to the extent that such damage or injury is caused by the gross negligence or willful misconduct of said parties, and covenant not to sue or take action against SCFHF, Foothills Heritage Market, Thrift Bros., Inc and Oconee County, their employees, officers, agents and/or contractors except as set out herein. I further permit Oconee County, the South Carolina Foothills Heritage Fair, and the Foothills Heritage Market to use photographs for me for publicity purposes.

All vendors participating in the Market must abide by all rules set by the Market. The Vendor Manager and Oconee County shall enforce all rules and regulations. Permits to participate at the market CAN BE REVOKED AT ANY TIME.

Applicant Signature: _____ Date: _____

Thank YOU for your interest. Please return your signed application and any additional required paperwork (Grower, Crafter, Food forms; required permits), and payment for any reserved seasons by April 1st, 2014.

Please send SIGNED and COMPLETED applications to:

Foothills Heritage Market
C/O 3 Oaks Farm
222 North Seed Farm Rd.
Westminster, SC 29693

GROWER VERIFICATION FORM

FARM NAME: _____

LOCATION (City, or unincorporated community, county, and state): _____

Number of years growing at this location: _____

Growing Practices (circle all that apply below):

Growing Medium/Prep: Tilling Raised Beds Double-Digging Greenhouse

Pots Hydroponic Other _____

Soil Amendments: Fertilizer Compost Manure Other _____

Watering Methods: Overhead Drip By Hand Hose Sprinkler

Rain Only Other _____

Water Source: Spring Stream Well Municipal Rain Only

Other _____

Pest Control: Sprays Dust Companion Planting

Hand Control Other _____

Weed Control: Hand Control Plastic Herbicides Fire

Other _____

Seed & Seedling Source: Catalogs Saved Seeds Cuttings Nurseries

Feed & Seed Other _____

Seed is: ORGANIC NON-ORGANIC DON'T KNOW

GMO NON-GMO DON'T KNOW

ADDITIONAL INFORMATION (Certifications, Practices, ETC): _____

Please List ALL crops and estimated availability dates for these crops (attach another sheet if necessary): _____

I certify that I grow 100% of the product I will be selling at Foothills Heritage Market. I certify that I will not be purchasing and reselling ANY produce or acting as an agent for another grower. I have truthfully and to the best of my abilities explained my growing methods in this application. I understand that I must be accurate when describing my growing methods to customers at the Foothills Heritage Market. I have been certified through regulating agencies and attached all copies of required certifications and licenses (if applicable). I understand that failure to comply with these guidelines can result in immediate dismissal from the Foothills Heritage Market.

Grower

Signature: _____ **Date:** _____

Crafter Verification Form

Name of Business: _____

Type of Craft: _____

ALL Crafters are required to enclose OR email (info@foothillsheritagemarket.org) at least 5 pictures representing your craft. It is useful if the pictures are taken throughout the crafting process (starting product, finished product).

Materials Locally Sourced (if any): _____

Additional Information(Permits, Certifications, Licenses, etc): _____

I certify that I make all of my own products. I certify that I do not purchase and re-sell any of the products I am selling at the Foothills Heritage Market. I have truthfully and to the best of my ability given valid information on my craft. I have been certified through regulating agencies and attached all copies of required certifications and licenses (if applicable). I understand that failure to comply with these guidelines can result in immediate dismissal from the Foothills Heritage Market.

Applicant

Signature: _____ Date: _____

Food Verification Form

Business

Name: _____

My Food business falls under the following:

Cottage Food Law

Certified Kitchen

Commercial Processor

Other: _____

Included Permits, Certifications,

Licenses: _____

I will be bringing the following food products to the market: _____

I certify that I make/bake/cook/process all of my own products. I will not resell or represent anyone else's product while at the Foothills Heritage Market. I am aware of the regulations for producing different foods, follow these regulations, and have provided an accurate description as to how I follow these regulations. I have been certified through regulating agencies and attached all copies of required certifications and licenses (if applicable). I understand that failure to comply with these guidelines can result in immediate dismissal from the Foothills Heritage Market.

Applicant

Signature: _____ **Date:** _____