

**Vendor Application & Rules for *The City Fairhope Outdoor Fall Farmers Market***

**Return to – City of Fairhope  
Attn: Courtney McDonald  
PO DRAWER 429  
Fairhope, AL 36533**

**Or Email to:** [courtney.mcdonald@fairhopeal.gov](mailto:courtney.mcdonald@fairhopeal.gov)

**I am applying as a:**    Farmer            Prepared Food Vendor            Other

**Farm/Business Name:**

\_\_\_\_\_

**Owner's name/s:**

\_\_\_\_\_

**Authorized Agents (if any):**

\_\_\_\_\_

**Mailing Address:**

\_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zipcode:** \_\_\_\_\_

**Primary phone #** ( \_\_\_\_\_ ) \_\_\_\_\_ **Alternate phone #** ( \_\_\_\_\_ )  
\_\_\_\_\_ **Other** \_\_\_\_\_

**Email Address** \_\_\_\_\_

Do you take **Credit Cards:** YES NO    **EBT Cards:** YES NO    **Checks:** YES NO  
**Cash:** YES NO    **Senior Farmers Market Nutrition Program vouchers:** YES NO

**Are you registered with the Baldwin County Extension Agency for Growers Permit:** YES NO

Production Address (if different from above)

\_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip code** \_\_\_\_\_

**Website (if any):** \_\_\_\_\_

**List all products you intend to sell at the market:**

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I have read and understand all the rules and regulations as set forth by the governing body of the City of Fairhope for participation in Fairhope’s Outdoor Farmers Market and will abide by them and understand if I break these rules it will result in my termination from the market with no refund. I agree to obtain all applicable permits and licenses, and to sell only products produced by my employees or me. I further agree not to hold the Fairhope Farmers Market or the City of Fairhope responsible for any damages arising from the sale of any of my products. I am responsible for obtaining all necessary insurance related to my product.

**I am aware that I am personally responsible for paying city, county, and state taxes which are incurred by selling my products at the market.**

**Signed** \_\_\_\_\_

**Print** \_\_\_\_\_ **Date** \_\_\_\_\_

**For questions/info email: [courtney.mcdonald@fairhopeal.gov](mailto:courtney.mcdonald@fairhopeal.gov)  
or phone Courtney McDonald - Desk: (251) 929-1474, Cell: (251) 850-6790**

## *The Fairhope Outdoor Fall Farmers Market*

The City of Fairhope Director of Community Affairs manages the regular business operations of the market.

- **Market Manager – Courtney McDonald, Desk: (251) 929-1474, Cell: (251) 850-6790**

### **1. Location and Times**

Behind the Fairhope Public Library on the corner of Bancroft and Magnolia Avenue

Thursdays 2 p.m. to 5 p.m.

September 22<sup>nd</sup> – November 10<sup>th</sup>

Vendor Set up time starting at 12:30 p.m., must be set up by 2 p.m.

Close and clean-up 5 p.m.

**All vendors are required to stay for the full length of the market.**

In the event of inclement weather conditions, the Market Manager has the authority to close the market to ensure safety of customers and vendors. No refunds of pre-paid fees will be given for bad weather.

### **2. Approval of vendors and products**

The market will strive for a diversification of local farm products, local seafood, and food vendors.

Only producers may sell at the market. A producer is defined as the person that grows or makes the product and may also include the producer's immediate family, partners, and employees.

- **Farmers** (growers, ranchers, farmers, bee-keepers) – Farmers may sell products grown and/or produced in South Alabama with preference to Baldwin County. No buying and reselling of produce or other products is allowed. A grower's permit must be completed by each producer before selling at the market.
- **Home Processed Food Vendor:** Food items that are home processed and meet the Alabama Farmer's Market Authority definition of non-potentially hazardous goods. Home processed products must satisfy all public health, labeling, permitting and other requirements pertaining to processed products. All vendors selling value-added products are responsible for obtaining a valid business license from the City of Fairhope and Alabama Department of Revenue and a tax I.D. number from the Internal Revenue Service.
- **Food Vendors:** All food vendors must meet all local licensing and health department requirements and permits must be submitted upon acceptance to market. All vendors selling value-added products are responsible for obtaining a valid business license from the City of Fairhope and Alabama Department of Revenue and a tax I.D. number from the Internal Revenue Service. Participants shall collect all necessary taxes at the time of sale and remit same to the appropriate government authorities.
- **Fishermen/Seafood-** Any vendor wishing to sell fresh or frozen seafood, must have a valid Alabama Seafood Dealer's License and follow all rules, regulations, and requirements of the Baldwin County Health Department associated with the selling of seafood. Seafood at the market must be local seafood, caught in the Gulf of Mexico.

**3. Fees**

**Season Plan** \$60.00 for one 10X12 or parking space for the fall market season, paid in advance by 9/22/22.

**Daily Plan** \$15.00 for one 10x12 or parking space per market date. This will be collected during market hours.

Fees collected will be used for promotion, live entertainment, and to conduct the business of the farmer's market.

**4. Set Up and Clean Up**

The market manager will open the market space and vehicles may enter the lot at 12:30 p.m. on market day and vendors may begin setting up once they have an assigned space for the day. Each vendor is responsible for setting up his or her own tents, tables and signage. All vehicles should be loaded and cleared from the market area one (1) hour after the market closes.

*I have been given a copy of the market rules. I understand and am willing to abide by them.*

**Farm Name** \_\_\_\_\_

**Owner/s** \_\_\_\_\_ **Date** \_\_\_\_\_

**Owner/s** \_\_\_\_\_ **Date** \_\_\_\_\_

**Please sign and submit to Market Manager and keep a copy of rules for future reference.**