## VENDOR CONTACT INFORMATION

<table>
<thead>
<tr>
<th>Name(s):</th>
<th>Farm/Business Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mailing Address:</td>
<td>Address of business (e.g. farm, commercial kitchen, restaurant, etc.) if different</td>
</tr>
<tr>
<td>Phone Number:</td>
<td>Email(s)</td>
</tr>
</tbody>
</table>

How do you prefer to be contacted?  □ Phone  □ Email

Would you be willing to allow the Farmers Market Sub-Committee to visit your farm/place of production?

□ Yes  □ No, and here’s why:

## PRODUCTION/FARM INFORMATION

Which of the following best describes the vendor? Check or highlight all that apply:

- □ Farm operator
- □ Farm owner and operator
- □ Farm cooperative member
- □ Reseller of products from a farm or business that the vendor does not own, operate or work
- □ Small business owner
- □ Woman- or minority-owned and –controlled business
- □ Local restaurant sourcing at least 50% of ingredients locally
- □ Local restaurant sourcing at least 50% of ingredients that are verified by an approved third-party organization (e.g. USDA organic, Animal Welfare Approved, etc.)
- □ Local business owner making products made of ingredients that are at least 50% local
- □ Local business owner making products made of ingredients that are at least 50% of ingredients that are verified by an approved third-party organization (e.g. USDA organic, Animal Welfare Approved, etc.)
- □ Artisan making products that are a traditional staple of a specific cuisine, made in the traditional manner with a minimum of additives and preservatives, or in small batches by hand using traditional methods
- □ Other

Please list category(ies) of product(s) intending to sell by season as applicable:

For farms, please include an explanation of:

- The farm size;
- Farming inputs for fertilizers and pest management, farming techniques and practices (e.g. using hoop houses, cover crops, hydroponics, etc.);
- And any third-party certifications (e.g. USDA organic, Animal Welfare Approved, etc.) if applicable.
For local producers, not farmers, please include an explanation of:

- Sourcing practices indicating what is sourced locally and is verified by a third-party certification (e.g. USDA organic, Animal Welfare Approved, etc.);
- Production process and practices;
- Production space (e.g. commercial kitchen, home kitchen, storage spaces, etc.);
- And any additives, preservatives, and artificial sweeteners.

For resellers of products, please describe:

- Your relationship to the farm(s) or business(es) from which you source produce;
- The process by which you obtain the produce;
- And the farm practices for the farm from which produce is sources (as outlined above).

Please list dietary restrictions and preferences that the products accommodate (e.g. gluten-free, vegan, vegetarian, halal, etc.):

Please list nutritional information about the products intending to sell:

<table>
<thead>
<tr>
<th>Production Location:</th>
<th>Size of Operation:</th>
<th>Years in farming/production:</th>
</tr>
</thead>
</table>

**Insurance:**
Vendor shall secure and maintain at all times during the term of this Agreement, at its sole expense, commercial general liability insurance including products liability, covering itself and its employees. Such coverage provided with limits of at least $500,000 per claim/occurrence and $1,000,000 in the aggregate.

In addition, if applicable, Vendor shall have Georgia worker’s compensation insurance with statutory coverage and auto liability coverage, if driving vehicles on Emory premises, with limits of $500,000 per occurrence.

**Please attach copies of the following to complete your application:**
(1) Auto Liability Coverage minimum limits of $500,000. Combined single limit.
(2) Evidence of comprehensive general liability coverage with products liability with at least $500,000 per claim/occurrence and $1,000,000 in the aggregate
(3) Applicable licenses as outlined below
(4) Applicable proof of certifications as outlined below
Licenses:
Vendor attests that it has all applicable licenses for the sale of its products. Please attach a copy of any and all applicable licenses, including but not limited to, Georgia Department of Agriculture license, USDA license, County business license, plant license, meat/egg/dairy license, and any other applicable Federal, State, or local licenses. If food is processed outside of Georgia, please attach a certificate, license or documentation indicating permitting by such regulatory agency governing food sales and compliance with any applicable state laws.

Certifications:
Please attach copies of any applicable official certificates, including but not limited to, Certified Organic, Animal Welfare Approved, Naturally Grown, DeKalb County Board of Health inspections, etc.

Labeling:
Vendor agrees that the labels on processed foods sold at the Farmers’ Market follow state labeling guidelines.

Tax:
Vendor agrees that it is solely responsible for any applicable taxes, including but not limited to sales tax, has a sales tax number, if required, and will withhold and remit any applicable sales tax.

Damage to Property:
Vendor agrees to reimburse Emory for damage to Emory’s property that is caused by Vendor’s acts or use of the property.

I agree to the foregoing and have read and agree to follow the Emory Farmers’ Market Rules and Regulations, a copy of which is attached hereto and made a part hereof.

Vendor Signature: ___________________________________________ Date: __________________________

Acknowledged:

Market Manager: ___________________________________________ Date: __________________________

Office Use Only | Date received: | Date Approved/Declined: