



Green Market
AT PIEDMONT PARK

2016

Green Market Processed & Prepared Foods and Bath & Body products vendor Application

CERTIFICATIONS AND LICENSES

Vendors are responsible for knowing and acquiring all necessary licenses.

Vendors must have liability insurance, business licenses and all proper Dept of Health or Dept of Agriculture licenses to participate in the Green Market including proof of using a certified kitchen facility.

Copies of all licenses must accompany this application.

Business Name: _____

Contact Person: _____

Phone Number: _____

Email Address: _____

Mailing Address: _____

Kitchen/Facility Address: _____

Website: _____

****If you plan on selling products from any other producer, that producer also needs to fill out the appropriate application and be approved by Green Market Management before you can sell at this market**

Product Jury

Vendors interested in selling processed products are required to submit products for evaluation by market manager as part of the application process. Manager will contact potential vendors once their application is reviewed and preliminarily accepted, to set a time for product jury.

Legal Compliance

All food must be produced in a certified commercial kitchen that has been inspected by the Department of Agriculture or Department of Health depending on your classification.

Please attach or scan and e-mail copies of all certifications and licenses.

The goals set by the market are:

- 20% of all farm ingredients are produced within 200 miles of your business.
- 60% of all ingredients are organic, certified naturally grown, fair trade or produced within 200 miles of your business.
- These goals are not required but are preferred. Please, indicate the degree that you can reach them.

Questions (detailed responses required)

1. Describe the products you want to offer at the market and send pictures or links to pictures if available.
2. Please state your sourcing strategy for your product inputs.
3. Please provide name, e-mail and phone numbers for all those selling for your business at market. Those selling for your business needs to have a great knowledge of your product and how it was produced, for the integrity of the market. If your employee changes through out the market season please notify the market manager with updated contact info. (Required)

Name: _____

Email: _____

Phone: _____

FEES Application fee \$40 (non-refundable and must accompany the application)

Weekly Market Booth Fees

Processed Foods \$30

Bath and Body \$30

Processed Foods Sourced within 200 miles \$20

Bath and Body Materials sourced within 200 miles \$20

There is a discount for those vendors that make an effort to source their materials form local, organic, naturally grown or fair trade resources. If would like to receive this discount please follow the directions below to qualify.

Please submit an expense sheet for your last month of operation that lists all ingredients for products or types of products you plan to sell at the Green Market. Cost, certification status, name and distance of farms, and point of production are required to be included for major input/ingredient. All information will be confidential with the Green Market Manager.

Approved vendors are required to submit the above document on a monthly basis. This needs to be submitted by the 7th of the month for the previous month's purchases.

VENDOR SELECTION

The Green Market is open to all Vendors that meet the stated criteria and based on market needs. ALL INTERESTED PARTICIPANTS MUST COMPLETE THE APPLICATION AND RETURN TO BE CONSIDERED FOR THE MARKET.

Applicants will be notified by phone or email if accepted. No applicant should assume that they are accepted even if you are a returning vendor until the market manager contacts them. Should the market reach full capacity, accepted participants will be placed on a waiting list.

BOOTH REQUIREMENTS

All Vendors are responsible for providing their own displays, tables, umbrellas and canopies that meet PPC guidelines, as well as petty cash for customer change. Freestanding 10' x 10' canopies are accepted and or umbrellas with weighted stands. Vendors must keep a tidy and professional space. Banners, tablecloths, tent weights, and signage with prices are required. Each booth space is 10' x 10'.

PLEASE REVIEW VENDOR HANDBOOK

AVAILABLE ON-LINE OR REQUEST ONE FROM THE MARKET MANAGER

www.piedmontpark.org

DATES AND HOURS OF OPERATION

The Green Market is open rain or shine Saturdays March 19st - December 10th 9am-1pm

The market is closed for the Dogwood Festival, April 9th, Music Midtown September 17th, and the Pride Festival, October 8th

Please Circle all dates you would like to participate in the market if there is an x then that is a date that the market is closed due to another large event in the park.

March			19	26	
April	2	X	16	23, 30	
May	7	14	21	28	
June	4	11	18	25	
July	2	9	16	23	30
August	6	13	20	27	
September	3	10	X	24	
October	1	X	15	22	29
November	5	12	19	26	
December	3	10			

Need Water: Yes _____ No _____
Need electricity (120): Yes _____ No _____

Piedmont Park Conservancy will continue to promote the Green market as part of the Conservancy's marketing and media program and utilize existing communication channels, such as Conservancy newsletter, Green Market e-Newsletter, PPC Website (www.piedmontpark.org), radio, newspaper and light pole banners (up year round), to draw thousands to the market each week.

RETURNING COMPLETED APPLICATIONS

Complete and return the application along with the application fee, copies of licenses, certificates, and proof of insurance and photographs of your product to Market Manager in one of the following ways:

_ Mail to:

Green Market Manager
P.O. Box 7795
Atlanta, GA 30357-0795

_ Fax to 404-876-4175

_ Scan and email to market@piedmontpark.org

_ Payment to Piedmont Park Conservancy may be made by check, money order or credit card.
Please do not send cash.

Market Manager:

Office: 404-876-4024 ex 323

Email market@piedmontpark.org

Payment type accepted: check money-order credit card

APPLICATION PAYMENT ENCLOSED (\$40)

Credit Card Information: Visa Master Card Amex

Name on Card: _____

Card Number: _____

Expiration Date: _____

Billing Address: _____

Phone number: _____

I agree to abide by the Rules and Regulations of the Green Market, TO OBTAIN LIABILITY INSURANCE, and any and all PERMITS and LICENSES (where applicable); TO SELL ONLY products produced by my farm, business and/or production facility. I FURTHER AGREE NOT to make any legal claims of any kind whatsoever against Piedmont Park Conservancy, its representatives, employees and volunteers from any damage arising of the operation of the Green Market and in the sales of my products on the market site. I understand that I am allowed to sell only products listed on this application and that this measure is designed to ensure a sustainable product mix in a small market and maintain the authenticity of the Market's mission. I understand that in order to expand my line of products/offerings beyond what is described in my application. I must first contact the Market Manager for approval.

*Signed _____ Date _____
(Merchant)