



This year's Ticonderoga Area Farmers Market will be operating each Saturday from July 13<sup>th</sup> – September 28<sup>th</sup>, 2024 from 9:00 AM to 12:00 Noon. We are excited to be back in Downtown Ticonderoga. The market will be behind Glens Falls National Bank in a beautiful grass area with plenty of surrounding parking. We are hoping you can join us as we move the market forward.

Enclosed you will find the following information and forms:

- Ticonderoga Area Farmers Market 2024 Application
- Ticonderoga Area Farmers Market 2024 Vendor Contract
- Ticonderoga Area Farmers Market 2024 Rules
- Copy of NYS Ags & Market INFO (if needed)

Please review the documents, complete, and return them to the Chamber by June 21<sup>st</sup>, 2024. And do not forget to call your insurer for the insurance documentation that is required for participants.

If you are not able to commit to the entire summer, you might consider joining us for a few markets or even as a special guest for a single market. You might consider joining us as well for our 2024 Special Events on the following dates:

- July 20<sup>th</sup>: Family Fun Day
- July 27<sup>th</sup>: StreetFest from 10:00 AM to 3:00 PM
- August 17<sup>th</sup>: Local Author's Day & Makers Market
- September 21<sup>st</sup>: History Speaks Event
- September 28<sup>th</sup>: FallFest from 12:00 to 3:00 PM

The Ticonderoga Area Holiday Farmers Market will take place on Friday, December 6<sup>th</sup> as part of the Annual Ticonderoga Area North Country Christmas Celebration/Holiday Shopping & Dining Night. Mark your calendars.

With thanks to each farmer, vendor, volunteer, and supporter, our Market has grown and developed. Each year we have increased number of people, dedicated to patronizing our market for the best in fresh, local fruits, vegetables, meats, poultry, eggs, bread, maple syrup, honey, crafts, and other products.

We are honored to be planning this year's market and am confident that this will be another productive and fruitful season. If you have any questions or if I can be of assistance, please do not hesitate to contact me. Thank you for working with the Ticonderoga Area Chamber of Commerce to make the Ticonderoga Area an exceptional place to live, work and visit.

Sincerely,

Ticonderoga Area Farmers Market Committee  
(518) 585-6619  
[farmersmarket@ticonderogany.com](mailto:farmersmarket@ticonderogany.com)



## 2024 Market Rules

**Season:** July 13th through September 28th, 2024

**Schedule:** Saturdays from 9:00 AM to 12:00 PM

**Location:** Downtown Ticonderoga – Behind Glens Falls National Bank (Corner of Champlain Avenue and McCormick Street) *\*Note location changes for specific events.*

### **Products/Vendors Allowed:**

- Farmers who grow (on owned or leased land) 50% of fruits and vegetables offered.
- Any locally grown, raised, produced products. Foods or products produced within a 100-mile radius of Ticonderoga including Vermont are considered local. All products must be displayed for easy access with prices clearly posted.
- Local businesses (TACC Members).
- Vendors.
- Vendors as special guests.

*\*Contact Market Manager for additional information or specific requirements.*

**Insurance:** *Farmers and vendors must provide proof of general liability coverage, “a certificate of liability insurance”, and name Ticonderoga Area Chamber of Commerce at 94 Montcalm Street, Suite 1, Ticonderoga, NY 12883, as additional insured. A current certificate must be filed with the Market Manager.*

**Fees:** **The Ticonderoga Area Chamber of Commerce offers an agricultural membership for \$160.00 which includes, along with all Chamber Membership Benefits, a season pass to the Farmers’ Market.** Chambers members can attend without charge, as a Chamber benefit. *For those without a Chamber membership, the fee is \$20.00 per market.* The Market Manager will collect Fees and provide receipts once the Market is underway. Checks can be written to TACC.

### **General Rules:**

- Specific locations within the market for farmers and vendors will be assigned by the market manager.
- Be respectful of all farmers, vendors, volunteers, staff, and attendees.
- Commit in advance to the markets you will be attending as a farmer or vendor (preferably prior to season starting).
- Follow above rules for products allowed.
- Provide current certificate of insurance.
- Use of pop-up tents is recommended. It is the responsibility of each farmer and vendor to ensure the tent is secured using tent stakes and tent weights. This is a requirement.
- TACC Membership Investment must be paid prior to the market or the weekly market fee must be paid the day of each market. No exceptions.
- Follow all guidance from the Market Manager.

**Complaints:** All Complaints must be addressed in writing to the Market Manager.

### **State, County, & Town Rules:**

- Farmers participating in the FMNP (NYS Farmers’ Market Nutrition Program) Program **MUST** adhere to the FMNP Rules and Procedures for Farmers.
- Vendors **must** comply with all State, County, and Town Rules.
- All applicable **permits** and licenses for products sold **must** be obtained and kept current. A copy should be submitted to the Market Manager for filing.
- All Ticonderoga Area Chamber of Commerce market rules **must** be followed and any direction given by the Market Manager.



## VENDOR CONTRACT

### **2024 TICONDEROGA AREA FARMERS MARKET TERMS AND CONDITIONS**

These terms and conditions are an agreement between the Ticonderoga Area Chamber of Commerce/Ticonderoga Area Farmers Market, hereafter called TACC, and you, the Vendor, hereafter called VENDOR, to display and sell goods at the Ticonderoga Area Farmers' Market in Downtown Ticonderoga. TACC is the market sponsor and, thus, the governing body.

**MISSION:** The Ticonderoga Area Farmers' Market serves the greater Ticonderoga area by providing access to locally grown, fresh, high-quality produce and products and to provide local farmers, producers, and artisans with a viable economic outlet within historic Ticonderoga. The Ticonderoga Area Farmers' Market strives to bring more foot traffic downtown, fostering a more profitable environment for local merchants to strengthen their businesses. The Ticonderoga Area Farmers' Market endeavors to enhance the quality of life in Ticonderoga by creating a social opportunity to gather and interact in a vibrant market atmosphere.

1. **OPERATIONS:** The Ticonderoga Area Farmers' Market will operate from July 13<sup>th</sup> through September 28<sup>th</sup>, 2024. VENDOR agrees to the day and hours of operation and will advise TACC if there are dates, they are unable to attend at least 1 month in advance. TACC will create a list of vendors for each date.
2. **ATTENDANCE:** VENDOR agrees to participate weekly – Saturdays from 9:00 AM to 12:00 PM – throughout the Farmers' Market season, unless other arrangements have been made and approved by Market Manager or sponsor. If VENDOR is unable to attend, VENDOR must contact TACC at 518-585-6619 and notify market manager that VENDOR will be absent. Failure to notify of absence may prohibit future participation in the Ticonderoga Area Farmers' Market. We offer attendance flexibility but require advance notice.
3. **ATTENDEE:** VENDOR must be 18 years of age or older. No person under the age of 18 is permitted to operate unsupervised in the market. If a person under the age of 18 is assisting, the adult – person 18 years of age or older – must accompany the minor at all times. At no point will the minor be left unattended. VENDOR is solely responsible for any individuals they recruit to assist in the operation of VENDOR'S booth.
4. **SPACE:** TACC in conjunction with the Town of Ticonderoga has provided the location for the Farmers' Market. Each VENDOR can have as much space as required to set-up and sell their goods as long as there are no infringements upon another VENDOR. The Market Manager will assign spaces in coordination with all VENDORS.
5. **SET-UP AND TAKE DOWN:** VENDOR is responsible for all equipment and supplies required to set-up and sell their goods. TACC is not responsible for providing equipment and supplies, nor is TACC responsible for any equipment and supplies used. VENDOR may begin setting up as early as needed on Saturday mornings. VENDOR must be ready to operate and open for business by 9:00AM and remain operational, selling their goods until 12:00PM. VENDOR shall not take down until after the close of the market at 12:00PM. VENDOR is responsible for cleaning up the area they occupy and take all refuse with them. Failure to do so may leave VENDOR financially responsible for cleanup. Use of pop-up tents is recommended. It is the responsibility of each farmer and vendor to ensure the tent is secured using tent stakes and tent weights. This is a requirement.

6. **DISPLAY:** VENDOR will display signage with name, address and business name. VENDOR will display all products to be sold and will clearly post prices (quantity/unit) for all to see. VENDOR must make all goods to be sold accessible for inspection if required.
7. **FEES:** TACC will charge VENDOR fees in accordance with fees outlined in the Market Rules for participation in Ticonderoga Area Farmers' Market. VENDOR could incur additional fees if failure to remove refuse occurs. The 'Cleanup Fee' will be \$50 plus whatever cost may be incurred for trash disposal. This fee is in addition to any littering fees VENDOR may incur for their actions
8. **CONTRACT TERM:** The term of this agreement is from July 13th through September 28<sup>th</sup>, 2024 contingent upon the stipulations detailed above. TACC reserves the right to cancel contract with VENDOR at anytime if TACC finds VENDOR is not fulfilling the requirements set forth in this agreement. VENDOR must provide TACC a certificate of insurance as well as return all required paperwork to the NYS Farmers Market Nutrition Program. See enclosed information and letter.
9. **MARKET RULES:** The VENDOR will follow all market rules outlined within this document, application, and the marker rules document. All VENDORS will adhere to guidance given by the Market Manager.

These terms and conditions constitute the agreement between TACC and you, the VENDOR. Your signature below indicates your understanding, acceptance of, and agreement to the full Terms and Conditions contained herein.

VENDOR Signature: \_\_\_\_\_ Date: \_\_\_\_\_

TACC Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

**TACC OFFICE NOTES:**



**APPLICATION TICONDEROGA AREA FARMERS MARKET 2024**

Please note that you are registering to participate in the market described below. Before completing the application, please read through the Terms and Conditions Section.

*Each vendor/farmer must provide the Chamber a certificate of insurance for the Farmers' Market naming TACC as additional insured. Please submit with your paperwork.*

FARMERS' MARKET NAME: **Ticonderoga Area Farmers Market**  
FARMERS' MARKET LOCATION: **Downtown Ticonderoga**

DAYS/HOURS OF OPERATION: **Every Saturday: 9AM to 12 PM, July 13<sup>th</sup> – September 28<sup>th</sup>**  
*\*Except Saturday, July 27<sup>th</sup> for StreetFest & Saturday, September 28<sup>th</sup> for FallFest.*

Please complete the entire application, providing all requested information. Applications must be submitted to the Chamber office by the close of business on Friday, June 23, 2023

**VENDOR INFORMATION**

BUSINESS NAME: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ EMAIL: \_\_\_\_\_

TYPE OF VENDOR:  FARMER  CRAFT VENDOR  OTHER \_\_\_\_\_

DESCRIPTION OF PRODUCTS TO BE SOLD: \_\_\_\_\_

HAVE YOU PARTICIPATED IN OTHER FARMERS' MARKETS BEFORE?  YES  NO

WILL YOU BE PARTICIPATING IN OTHER MARKETS THIS YEAR?  YES  NO

IF SO, WHICH MARKETS: \_\_\_\_\_

**By signing below, I hereby acknowledge that I have read and agreed to the Terms and Conditions as stated in the Vendor Application, Vendor Contract, and the Farmers' Market Rules.**

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**THANK YOU!!!**