

## **Durham Farmers' Market New Member Application Process**

Thank you for your interest in the Durham Farmers' Market. New Member applications are accepted only in the month of January in the year in which you wish to sell. Not all applications are accepted. Before submitting your application, please thoroughly familiarize yourself with the entire application process that everyone must go through to sell at the market.

1. Read the 2010 Official Rules of the Durham Farmers' Market. DFM rules can be downloaded from our website at [www.durhamfarmersmarket.com](http://www.durhamfarmersmarket.com), or may be obtained by calling 919-667-3099. Please note that members are only allowed to sell products which they have produced themselves, within 70 miles of the Market.
2. Fill out the New Member Application Form completely. Incomplete forms will not be considered.
3. Mail your completed New Member Application Form, non-refundable **\$30 application fee**, refundable \$50 annual membership fee (2 separate checks made payable to Durham Farmers' Market), and a self-addressed stamped envelope to:

Durham Farmers' Market  
P.O. Box 1903  
Durham, NC 27702-1903

4. New Member Applications must be postmarked by January 31, along with Application Fee and Annual Membership Fee. Applications postmarked after January 31 will not be considered, nor will they be retained for future openings. Durham Farmers' Market does not maintain a waiting list.
5. Market representatives must complete an inspection of your farm/work site before you will be permitted to sell.
6. The Board of Directors will review the applications and inspection results.
7. New Members will be expected to attend the mandatory Spring Membership Meeting held the first Saturday in March (March 7, 2009). For more information about the time and location of the meeting, call 919-667-3099 or send an email to [info@durhamfarmersmarket.com](mailto:info@durhamfarmersmarket.com).
8. Notification of acceptance or rejection will be sent via US Mail to all applicants by March 6, 2010. Annual membership fee checks for those applicants not accepted into the market will be returned to the applicant.

### **Questions?**

Call 919-667-3099 or send an email to [info@durhamfarmersmarket.com](mailto:info@durhamfarmersmarket.com)

**Durham Farmers' Market  
New Member Application**

Farm or Business Name:

Name(s) of Owner(s):

Mailing Address:

Telephone:

Email address (if available):

Address of production location(s) if different from mailing address (Please draw a map with directions to the farm or business on the back of this page):

**Which Market would you like to attend**, and for approximately how many weeks?  
Please mark all that apply.

Saturday main season market 8 AM to Noon (April through Thanksgiving) \_\_\_\_\_

Saturday winter market 10 AM to Noon (December through March) \_\_\_\_\_

Wednesday market 3:30 to 6:30 PM (May through September) \_\_\_\_\_

*\*Please indicate if you would be willing to sell on Wednesday only*

**Product Categories**

Please indicate what you intend to sell at Market. Estimate, by category, the percentage of total sales each category represents (total to equal 100%.) For each category that applies to your sales, circle the general types of products that you intend to sell at Market and list individual products as well.

**Category 1 estimated % of sales** \_\_\_\_\_

**Raw or minimally processed farm products**

Raw Vegetables and fruits:

Eggs:

Honey:

Name:

Herbs:

Bedding Plants:

Landscape Plants:

Cut flowers:

Other:

**Category 2 estimated % of sales \_\_\_\_\_**

**Processed Foods that require a NCDA (North Carolina Department of Agriculture) kitchen inspection.** If ingredients used in the products below are harvested from your farm, please indicate which ones.

Baked goods:

Jams, Jellies, Preserves:

Vinegars:

Juices, Coffee, Tea:

Other:

**Category 3 estimated % of sales \_\_\_\_\_**

**These are products that require more stringent inspections, regulation, and usually refrigeration.**

Acidified foods like pickles and relishes (these require the FDA short course certification):

Cheese and other dairy products:

Meat (requires a meat handler's license obtained from NCDA Division of Meat and Poultry):

Fish:

**Category 4 estimated % of sales \_\_\_\_\_**

**Crafts**

Please describe your craft items.

**New Member Background Information**

1. Do you buy and resell any products?
2. How much area is in production?
3. Do you own the land in production?
4. How long have you been farming/practicing your craft?
5. How long have you produced the products you intend to bring to market?
6. How do you currently market and sell your products?
7. Do you sell at other farmers' markets? If so, please list them and tell how long you have sold there.
8. How does the Durham Farmers Market fit into your marketing plans? (Attach additional pages if necessary)

I acknowledge that I have read the Durham Farmers' Market Rules and that I will abide by these rules. I understand my membership will be terminated for violation of DFM Market Rules. I also agree to allow representatives of the Durham Farmers' Market to visit and inspect the business premises and the products I intend to sell.

Signature of applicant: \_\_\_\_\_

Date: \_\_\_\_\_

Name:

**For Market Staff Use Only**

Form rec'd by:

Date rec'd:

Application fee paid: Y / N Date:

Membership fee paid: Y / N Date:

Site visit made by:

Site visit results/additional comments:

Applicant accepted or rejected:

Brief summary of decision:

Acceptance or rejection letter sent:

Date sent:

Sent by: