



2024 Oswego-Fulton Farmers Market Application
Greater Oswego-Fulton Chamber of Commerce
34 East Bridge St, Oswego, NY 13126 | (315) 236-8777
Taylor Davis tdavis@oswegofultonchamber.com

Dear Oswego-Fulton Farmers Market Vendors,

I hope this letter finds you well! As most of you know, my name is Taylor Davis, Member Engagement and Operations Manager at the Greater Oswego-Fulton Chamber of Commerce (GOFCC). I would like to share a few updates with you regarding the 2024 season:

I will once again be your point of contact and market manager regarding the Oswego and Fulton Farmers Markets. I am so excited to see familiar faces and I am hopeful that we will see new faces this year as well! We have some fun entertainment planned and are hopeful to continue to see an upswing in attendance and vendor growth as we did last year.

The market season is starting to gear up quickly. Thank you to those who have expressed interest and already requested information and applications. The dates for the Oswego Markets are June 13 through Oct. 10, and for the Fulton Markets, June 8 through Oct. 12. Included in this packet is the application to be returned to me, along with the general 2024 rules and regulations. **We ask that you please read the rules and regulations carefully, as there have been changes made since last year.**

Visit www.oswegofultonchamber.com for more information about the markets, presented by Oswego Health, and entertainment sponsored by Novelis.

I am looking forward to a great market season. As always, The GOFCC remains committed to providing safe and prosperous markets! If you have any questions or concerns, please contact me at tdavis@oswegofultonchamber.com.

Best,

Taylor Davis

Taylor Davis
Member Engagement & Operations Manager
Greater Oswego-Fulton Chamber of Commerce



2024 Oswego-Fulton Farmers Market Application
 Greater Oswego-Fulton Chamber of Commerce
 34 East Bridge St, Oswego, NY 13126 | (315) 236-8777
 Taylor Davis tdavis@oswegofultonchamber.com

OSWEGO FARMERS MARKET: Thursday nights, June 13 until Oct. 10 4 to 7:45 p.m. West 1 st Street	FULTON FARMERS MARKET: Saturday mornings, June 8 until Oct. 12 8 a.m. – noon Route 481, Canalview Parking Lot
--------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------

CONTACT INFO

Company Name:		Contact Name:	
Street Address:		Email:	
City, State Zip		Phone	
		Website:	

MARKET LOCATION(S)

Oswego Farmers Market Fulton Farmers Market Both

GOODS FOR SALE

Please specify the goods that you will be selling:

- Fruits/Vegetable/Maple/Honey/Meat/Cheese/Wine (please specify): _____
- Baked Goods/Candy (please specify): _____
- Crafts/Other (please specify): _____

The Market Manager reserves the right to determine if your products meet the criteria of our market stipulations. **Please initial here to affirm:** _____

FARMERS

Did you complete your annual training requirement? Yes No

Will you be selling foods requiring a Health Department permit? Yes No
 If yes, Health Department ID Number: _____

Will you be selling taxable items? Yes No
 If yes, NYS Tax ID Number: _____

RATES

Seasonal Stall: \$215 | **Double Stall** - \$344 | **Triple Stall** - \$516
Single Day Rates: \$38 | **Nonprofit Community Rate** - \$25 | **Chamber Members receive 20% off**

Please note: these rates are reflective of ONE market. If you choose to attend both, the rate will be double. Booths will be assigned by the Market Manager with preference for returning vendors. *Vending fees are due in full before the start of the first market.*

Please make checks payable to: **Greater Oswego-Fulton Chamber of Commerce.**

Rate: _____



2024 Oswego-Fulton Farmers Market Application
Greater Oswego-Fulton Chamber of Commerce
34 East Bridge St, Oswego, NY 13126 | (315) 236-8777
Taylor Davis tdavis@oswegofultonchamber.com

Oswego-Fulton Farmers Market Rules and Regulations (2024)

Oswego Farmers Market selling area is West 1st Street. Market selling hours are 4 until 8:00 p.m., with the street closing to traffic and parking at 3:00 p.m. **You cannot leave the market area UNTIL 7:45 p.m. There will be new barricades this year and vendors will not be permitted to move them and come as go.** The public and vendor safety is our number one priority during the markets and the setup procedure will be stricter this year to ensure that.

Oswego line-up procedure: While waiting to enter the market, please line up on West 1st behind the police department. Vendors will be allowed on the street to begin set up as soon as the Oswego Police Department and the Market Manager have cleared the street of cars and give the "OK" to do so. **We ask everyone to please follow the lineup procedures, as well as any direction given by the representatives of the Police Department or City of Oswego.** Vendors will not be permitted to enter the market after 4:15 p.m. and there will be no refunds. We are required by the Fire Department to leave room for a 15-foot lane down the middle of the street for emergency purposes. You will be asked to move if you do not comply. **The Market Manager will use their own discretion if there is a change for any reason in this procedure.**

Fulton Farmers Market returns to Canalview parking lot, visible from Route 481. Market selling hours are 8 a.m. until 12:00 noon, with the street closing to traffic and parking at 7:30 a.m. **You cannot leave the market area UNTIL noon.** We are required by the Fire Department to leave room for a 15-foot lane down the middle of the street for emergency purposes. You will be asked to move if you do not comply. **The Market Manager will use their own discretion if there is a change for any reason in this procedure.**

Reserved stall spaces are for seasonal vendors only. All other vendors will be assigned at the Market Manager's discretion the day of the market, with no exceptions. All vendors must provide their own tent, table, chairs, etc. Stall spaces are 10 feet wide, please ensure that you are only using the space allotted to you so all vendors can setup properly.

Booth Cleanup – Each vendor is responsible for sweeping the area around his/her booth and for proper disposal of trash and debris from the selling area.

Signage – All vendors must have signage with the name of their farm/company clearly displayed.

Homegrown and Homemade – All farmers must grow or make at least 75% by volume of their products offered for sale at any time. Please note that the Chamber will reserve the right to determine if your products meet the criteria of our market stipulations and if your products are not 75% homegrown, home baked, or homemade participation in our market will not be allowed. Farm visits will be part of this requirement.

***Those items purchased elsewhere or not homegrown must be clearly marked for the protection of the consumers.**

*Artisan vendors: Due to the abundance of similar items in crafts, the Market Manager can limit certain categories to provide space for a greater variety of craft items.

Rules and regulations are subject to change without advanced notice. The Market Manager reserves the right of issuance and or denial of all permits and to limit those participating in the Oswego and Fulton Markets as a vendor.

Quality Control – Any vendor selling items that are found to be of poor quality and/or does not meet the state and market standards will be given two quality control warnings by the Market Manager. The first warning will be verbal. The second warning will be written. If after the quality control warnings are issued and the issue remains



2024 Oswego-Fulton Farmers Market Application

Greater Oswego-Fulton Chamber of Commerce

34 East Bridge St, Oswego, NY 13126 | (315) 236-8777

Taylor Davis tdavis@oswegofultonchamber.com

unchanged, a meeting will be held with the Executive Director of the Greater Oswego-Fulton Chamber of Commerce to discuss a course of action, which could include expulsion from the current year's market without refund.

Sales Tax – All vendors must display a NYS tax ID number for taxable items. NYS tax ID numbers are available from the NYS Department of Taxation and Finance Sales Tax Bureau, State Office Building, 333 East Washington St., Syracuse, NY 13202, 1-800-225-5829. W-9 forms must be filled out either with your Tax ID number or your Social Security number.

Health Department Permits – Vendors selling prepared items must display their permit at the market and provide the Greater Oswego-Fulton Chamber of Commerce a copy of their inspection report. Growers selling plants must have a Department of Agriculture certificate from Albany.

Absolutely no animals or pets will be allowed to be sold or given away at the Farmers Market due to USDA and Market regulations.

Restrooms at Oswego's Market are in City Hall – access by the back door of City Hall. The restrooms are open for the duration of the market. Please do your best to help keep them clean.

Restrooms at Fulton's Market are in Cayuga St. Steakhouse – 122 Cayuga St, Fulton, NY 13069. The restrooms are open for the duration of the market. Please do your best to help keep them clean.

Crop Plan – Please forward to our office your completed Farmer Crop Plan. You should be receiving this by the Agriculture Department. Growers **MUST** submit their crop plan before market participation. If the crop plan has not been submitted, the grower may not participate in the market.

Organic – All vendors using the term “certified organic” must be legally confirmed organic. We ask that you post organic certification to use the term organic.

Liability Insurance – Each vendor is required to provide the Chamber a “Certificate of Liability Insurance” naming either the “Oswego Farmers Market” or “Fulton Farmers Market” as additional insured for \$1,000,000. This needs to be completed every year.

WIC Program – Each farmer must return a complete crop plan to participate in the market and the WIC program. Farmers must not accept Farmers Market WIC checks until in possession of a fully approved copy of the Farmer Participation Agreement and a uniquely assigned cancellation stamp, both of which will be mailed to the farmers directly by the Agricultural Department, with instructions for redeeming the checks through local banks. Farmers must not issue cash change to check recipients for purchases made exclusively with Farmers Market WIC checks. Farmers must accept only current year (2024) Farmers Market WIC checks from check recipients and only during the program period June to October 2024. Farmers must redeem all 2024 Farmers Market WIC checks accepted during the program period by Nov. 30, 2024. No payment will be made on checks deposited or cashed after that date. Non-farmer vendors or farmers selling exclusively ineligible products, who have not been authorized to accept Farmers Market WIC checks, must not accept them at any time and they will be monitored by the market. Farmers are responsible for redemption of WIC checks and failure to do so is not the responsibility of the GOFCC or the Farmers Market Manager.

EBT Program – The same farmers that are eligible to accept WIC checks are also eligible to accept EBT tokens during the market. These tokens, each representing \$1, can be purchased by customers using their EBT cards at the Greater Oswego-Fulton Chamber of Commerce booth. **Vendors will be responsible to bring the tokens**



2024 Oswego-Fulton Farmers Market Application

Greater Oswego-Fulton Chamber of Commerce

34 East Bridge St, Oswego, NY 13126 | (315) 236-8777

Taylor Davis tdavis@oswegofultonchamber.com

to the Market Manager at the Oswego-Fulton Chamber of Commerce booth. The GOFCC has a table located right in front of Pathfinder Bank at the Oswego Market as well at the Fulton Market each week. Within three weeks, you will receive a check from CenterState CEO to refund you from the tokens taken in. The Market Manager will supply you with a receipt to keep track of coins turned in.

Signage – In addition to Farm Identification sign (your Tax ID, Organic and Health Permit, if applicable), please post laminated “We gladly accept NYS Farmers Market Checks” signs provided by the Agricultural Department or reproductions, always during market operation through the program period.

NO SMOKING – There is no smoking within the limits of the market.

All other violations to the Rules and Regulations outlined above will be dealt with the Market Manager and the Greater Oswego-Fulton Chamber of Commerce Executive Director. The Greater Oswego-Fulton Chamber of Commerce reserves the right to limit or revoke any vendor’s application without a refund.

Please make checks payable to the Greater Oswego-Fulton Chamber of Commerce and mail along all paperwork to 34 East Bridge St. Oswego, NY 13126. It is important that you send paperwork to this address. If it goes elsewhere, your application will be delayed. Space will be reserved when all paperwork and payment have been received.

Booths are not transferable – Fees are not refundable.

These regulations are designed to ensure a safe and successful Farmers Market. They have been established by agreement of vendors, the Oswego-Fulton Chamber of Commerce, city officials and the market manager. Violation of these regulations may result in dismissal from the market.

****PLEASE RETAIN RULES AND REGULATIONS FOR YOUR RECORDS****

PLEASE SIGN:

I have read the rules and regulations for the 2024 season (signature required):
