

Farmer's Market Stallholder Application Form 2017



St Neots
Town Council

This form is for exclusive use by market managers, Trading Standards and Environmental Health officers. Please make a copy for your own records.

Name of Market(s) Applied for ... St Neots Farmers' Market.....

Your Name Co. structure (circle) sole trader, partnership, ltd company

Business Name

Business address

.....

.....

.....

Postcode

Telephone

Mobile

Web site

Email

Home address if different

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.....

.....

.....

.....

Postcode

Telephone

Acreage (if applicable) Holding No

✓ **Please tick the box that best describes your core business**

- | | |
|---|--|
| <input type="checkbox"/> Fruit | <input type="checkbox"/> Hot/cold food to take away |
| <input type="checkbox"/> Vegetables | <input type="checkbox"/> Honey products |
| <input type="checkbox"/> Cheese and dairy produce | <input type="checkbox"/> Preserves |
| <input type="checkbox"/> Eggs | <input type="checkbox"/> Drinks |
| <input type="checkbox"/> Raw meat and meat products | <input type="checkbox"/> Plants/flowers |
| <input type="checkbox"/> Bread/pastries/baked goods | <input type="checkbox"/> Other <i>please specify</i> |

PRODUCTS: Please list **all the products** that you intend to sell at this/these Farmers' Market(s). You will only be permitted to sell produce listed below, and may be asked to remove any undeclared items. If you change your trade or develop new lines, you must fill out a new application form.

Processed products - please give an approximate percentage of local ingredients used in each product; you should include proof of local origin with your application; these may be passed to Trading Standards if requested.

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Please list other outlets for your produce including farmers' markets:

Continue on a separate sheet if necessary indicating which company it is for

Please circle the months in which you are able to sell your produce or products.

All Year Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec

Please list dates you are unable to attend the market in 2017 (if known)

✓ **Will you be attending, in person, at all the markets to sell your produce?**

Yes No

If no, please state who else will regularly be at the markets and their position in the company. To qualify to sell at a FARMA Certified Market, produce must be sold by the producer, a family member or by a member of staff directly involved in the production of goods on sale.

Name(s)

Position(s)

✓ **Are you a member of any assurance or certification scheme (e.g. Organic, LEAF)**

. Yes - please include a copy of your certification document with this application . No

Please give the name of the insurance company that provides your Public, Product and Employee Liability Insurance, the policy number and expiry date

Insurance company name:

Policy number: Expiry date:

PITCH FEES (2017 rates) ✓ Please tick to indicate required pitch type

| | | | |
|---|------------------|--------------------------|---|
| Standard pitch (space only) | £15 per market | <input type="checkbox"/> | Pitch fee payment is required in cash and is collected by the Town Council at each market |
| Catering pitch (space only) | £20 per market | <input type="checkbox"/> | |
| Standard pitch and hired 3m x 3m stall | £30 per market | <input type="checkbox"/> | |
| Electric plug in point* | £2.50 per market | <input type="checkbox"/> | |
| *Available upon request, space permitting | | | |

APPLICANT STATEMENT

✓ Please tick to acknowledge

- I agree to sell only items that I have produced, grown or raised myself.
- One of the persons named above will be present at my stall.
- I understand that my details will be passed to Environmental Health and Trading Standards.
- I agree to assist in any inspections and/or visits required to verify the above statements.
- My insurance is current and I will supply a copy of the policy if asked.
- I agree to uphold the rules of the market and to ensure that my representatives do likewise.

I, the undersigned, declare that the information provided is correct:

Signed Print name

Position Date

Any stallholder who falsifies information on this form will be suspended from trading.

Enclosures:

- Copies of certificates for assurance schemes (e.g. Organic, FABBAL etc)
- Copy of Basic Food Hygiene Certificate for food processors
- Copy of insurance policies
- Proof of local ingredients

Please return this form to:-
St Neots Town Council
The Priory
St Neots
PE19 2BH

katie.williams@stneots-tc.gov.uk
Tel: 01480 388 912

This form has been approved by
www.farmersmarkets.net
www.farma.org.uk

