



THREE VILLAGE  
*Farmers*  
AND ARTISAN MARKET

SETAUKET, NY  
EST. 2015

PRODUCE - CRAFTS - FOOD TRUCKS - LIVE MUSIC

EVERY FRIDAY FROM 3:00 P.M. TO 7:00 P.M.  
OPENING DAY - FRIDAY, MAY 26!

[WWW.TVHS.ORG](http://WWW.TVHS.ORG)

## 2023 THREE VILLAGE FARMER'S MARKET APPLICATION, GUIDELINES, & POLICIES

### Application and Fee Procedure:

1. Please fill out the following vendor application form attached.
  2. Make checks payable to Three Village Historical Society. We accept credit cards (3% additional charge) a digital invoice will be emailed, or you can pay in cash in the TVHS Gift Shop.
  3. **Attach a copy of applicant's Vendor Liability Insurance certificate and Endorsement that lists the Three Village Historical Society.** Certificate Holder should be listed as: **"Three Village Historical Society 93 North Country Road, Setauket 11733"**
  4. Send completed application, insurance certificate and check to: TVHS, 93 N. Country Road, Setauket, NY 11733.
- Completed applications received will be considered first and preference will be given to vendors that will enhance the variety of the Market. Checks will be returned if applicant is

not accepted. Space at the Market and the items a vendor offers will be factors in determining approval.

**Required Permits, Licenses, and Insurance:**

- All permits and licenses required by the Town of Brookhaven, Suffolk County, State of New York, and the Federal Government are the sole responsibility of the vendors.
- The Three Village Historical Society and the Three Village Farmer’s Market are not liable for any injury, theft, or damage to either the buyer or seller, or their property, arising out of or pertaining to preparation for or participation in the Three Village Farmer’s Market; whether such injury, theft, or damage occurred prior, during, or after the Market. Seller further agrees to indemnify and hold the Three Village Historical Society or the Three Village Farmer’s Market harmless for and against any claims for such injury, theft, or damage. All vendors must carry their own general liability and product liability.

**Three Village Farmers Market Policies:**

Products must receive clearance from the Market Manager before sale. Products purchased for resale at the market are generally not allowed and must have prior approval of the Market Manager. Vendors may not sell any item not approved or not shown in their vendor application. **Market staff has the right to ask vendor to remove products.** All items must be prepared, displayed, and stored in accordance with NY Department of Agriculture and local health codes and guidelines. All producers of processed items (cheese, meats, jams, jellies, syrups, baked goods, etc.) are required to adhere to all state and local laws pertaining to the production and selling of such goods. Processed food items should be sold with a valid processing license or comply with New York labeling law requirements. Produce sold as organic must have originated from an organic grown certified farm. Farmers/growers that are not certified organic can advertise or sell produce as “chemical free” if they practice chemical free farming. Market staff reserves the right to inspect crops and productions areas at any time before or during the market season. Market vendors agree to attend all scheduled Markets for the 2023 season, barring an emergency. Vendor will give immediate notice to Market Manager when he/she is unable to attend a Market. If a Vendor is absent three or more times, the Vendor may be asked to leave and will forfeit the booth fee.

The Market operates on a rain or shine basis, vendors agree to remain at the Market despite the following possible situations:

- 1) Vendor sells out of merchandise
- 2) Rain (not including severe or dangerous weather/wind). Market Manager has the sole right to determine severe or dangerous weather/wind.

**\*Failure to abide by these policies could result in vendor being asked not to participate in remaining 2023 markets and vendor will forfeit booth fees.**

**Sales Tax Collection Policy:**

- Any required sales tax collections and remittances are the sole responsibility of the vendors.

# 2023 THREE VILLAGE FARMER'S MARKET VENDOR APPLICATION

**2023 Friday Market Dates:** May 26<sup>th</sup> – September 1<sup>st</sup> from 3:00 p.m. to 7:00 p.m.  
September 8<sup>th</sup> – October 27<sup>th</sup> from 2:00 p.m. to 6:00 p.m.  
NO MARKET on September 22<sup>nd</sup> (Street Closure for Event)

Vendor fee and the Vendor Liability Insurance Certificate must accompany this application for consideration of participation in the Three Village Farmer's Market. PLEASE PRINT.

**Business/Farm Name:** \_\_\_\_\_  
**Name of Primary Seller:** \_\_\_\_\_  
**Mailing Address:** \_\_\_\_\_  
**Phone Number:** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_  
**Website & Social Media:** \_\_\_\_\_  
\_\_\_\_\_

Address where crops or produce is grown or produced:

\_\_\_\_\_  
*(We reserve the right to inspect the above location at any time before or during the market season.)*

**The Market fee is \$550 for a 10 X 10 space. A \$100.00 deposit is due with your application and the balance of \$450 is due on or before opening day. Returning vendors enjoy a reduced seasonal rate of \$500 for the season if paid by May 1, 2023.**

Do YOU grow and produce ALL your items?  YES  NO If not, please explain:

\_\_\_\_\_  
\_\_\_\_\_

Are your items organic or certified organic?  Organic  Certified Organic  neither

What food-related licenses do you currently hold?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Copies of All Applicable Licenses/ Permits Dept. of Agriculture. Additional licensing from the Suffolk County Community Health Department may be required to participate in the market. Please contact the Department of Public Health.

\_\_\_\_\_ (Initials of Applicant) I have read and agree to abide by all Three Village Farmer's Market policies.

\_\_\_\_\_ (Initials of Applicant) I agree that the Three Village Historical Society, the Three Village Farmer's Market and their respective officers, employees, agents, and consultants are not liable for any injury, theft, or damage to either the buyer or seller, or their property arising out of or pertaining to preparation for or participation in the Three Village Farmers Market (whether such injury, theft, or damage occurred prior, during, or after the Three Village Farmers Market.) Business/Farm further agrees to indemnify, defend, and hold harmless the Three Village Historical Society and the Three Village Farmer's Market and their respective officers, employees, agents, and consultants for and against any claims for such injury, theft or damage.

\_\_\_\_\_ (Initials of Applicant) I understand that it is recommended that I carry my own general liability and product liability insurance, as the Three Village Farmers' Market does not provide this coverage.

**Applicant's Signature:** \_\_\_\_\_

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

**TVM Representative Signature:** \_\_\_\_\_

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