

**LOUDOUN VALLEY HOMEGROWN MARKETS ASSOCIATION**

*"Proud to be a Producer-Only Market"*

**LVHMA Farmers Market Application 2010<sup>®</sup>**

**I am interested in participating in the following LVHMA Markets:**

Ashburn  Brambleton  Cascades  Leesburg  Purcellville

**If I am unable to be assigned a location above my second choice(s) is/are:**

Ashburn  Brambleton  Cascades  Leesburg  Purcellville

**(please submit a separate check for each market you are applying for)**

Farm/Producer Name \_\_\_\_\_

Contact(s) \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Farm/Producer Address (if different from mailing address)

\_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Business Phone \_\_\_\_\_

Email \_\_\_\_\_

VA sales tax # (mandatory) \_\_\_\_\_

Vehicle(s) used at market \_\_\_\_\_

1. I accept the terms of agreement and conditions of the Loudoun Valley HomeGrown Markets Association and certify that I am in conformance with applicable regulations with the Virginia Department of Agriculture and Consumer Services; the Virginia Health Department and the VA Department of Taxation. I agree to on-site inspection as needed for verification of production.
2. I agree to abide by the LVHMA tent weight policy, **reporting policy and attendance policy.**
3. I will abide by the complaint procedures and disciplinary actions outlined by LVHMA.
4. I understand that individual product liability is my responsibility and hereby release LVHMA, the LVHMA Board of Directors, Market Managers and Coordinator, from liability due to my products.
5. I agree that as a condition of my LVHMA Markets participation, I will attempt in good faith to resolve any disputes through the complaint procedure as outlined in this application before resorting to litigation. Furthermore, I will limit any claim I may have against the LVHMA Markets resulting from a suspension or termination from these Markets. If I am unsuccessful in my litigation, I agree to pay all of LVHMA's costs deriving from that litigation including but not limited to attorney's fees.

By signing this application I acknowledge that I have read the LVHMA Market Rules & Regulations and Terms of Agreement and agree to abide by them.

Signature \_\_\_\_\_

Date \_\_\_\_\_

<sup>®</sup> Please send this page to LVHMA, PO Box 716, Hamilton, VA 20159 and retain a copy for your records.

# LOUDOUN VALLEY HOMEGROWN MARKETS ASSOCIATION

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## LVHMA Farmers Market Fees 2010

All Producers/Growers wishing to sell at LVHMA Farmers Markets are required to join the Association. Dues for the yearly membership are \$25 and run from January 1 to December 31. Please see the separate membership form included with this application.

### Market Fees:

Ashburn	May 1 – Oct 30	\$125 (27 markets)
Brambleton	May 2 – Oct 31	\$125 (27 markets)
Cascades	May 2 – Nov 21	\$125 (30 markets)
Leesburg	May 1 – Oct 30	\$125 (27 markets)
Purcellville	May 1 – Dec 18	\$125 (34 markets - extended summer season)

A Market Fee must be submitted for each location you apply for. Checks will not be deposited until the vendor is notified of acceptance to a Market. Vendors not accepted to Markets will have their checks destroyed unless they specifically request to have their check returned.

In addition, each vendor is required to pay 3% of their gross sales (not including any sales tax). The vendor is responsible for reporting their sales on a weekly basis by midnight of the Monday following each Market using the Vendor's section of the LVHMA website [www.loudounfarmersmarkets.org](http://www.loudounfarmersmarkets.org). Payment of the 3% of gross sales is done on a monthly basis by mailing a check or money order to: LVHMA PO Box 716 Hamilton, VA 20159 postmarked no later than the 5<sup>th</sup> of the following month. **PLEASE NOTE! You will be charged a \$30 fee for any check returned for insufficient funds and the vendor will not be permitted to attend any market until payment is received in full.**

## LVHMA Market Drop-in Procedures

LVHMA would like to invite Producers to participate in the markets as a "Drop-in" if your specialty is an item that would not be available during the entire market season. As there will be times when Producers accepted to the Market may not be able to attend, we would like to establish an additional list of Producers to call on to keep our Markets full and dynamic.

All Producers interested in "dropping-in" when space is available in the Market:

- **Must submit a complete application for review by the LVHMA Board of Directors.** This should be done as far in advance as possible to assure you will be considered for any available space.
- **Must be a member in good standing of LVHMA.**
- Once the application is approved, the Producer will be notified by the Market Coordinator when a space becomes available. All efforts will be made to give the Drop-in Producer as much notice as possible for scheduling and advertising purposes.
- Pay a Drop-in fee of **\$25** per market, up to a total amount equal to a season's market fee **plus** 3% of the Producer's daily gross sales as outlined in the Market Fees section above. **The first Drop-in fee of \$25 must be included with your application.**
- **Vendors may not abandon a market they have been accepted to in order to drop-in at another market.**

If you are interested in joining any of our Farmers Markets as a Drop-in, please send your completed application including the Markets and dates you would be interested in participating, \$25 for the first Drop-in fee, LVHMA Membership fee and application to LVHMA, PO Box 716, Hamilton, VA 20159.

**Payment of the above fees indicates that the Producer agrees to abide by the rules and regulations of the LVHMA Farmers Markets and will maintain the integrity of our "producer only" markets by assuring that all items sold are products they have grown or produced themselves.**

If you have questions, please call or email the LVHMA Market Coordinator, Judy Stroske, at 540-454-8089 or [judy@loudounfarmersmarkets.org](mailto:judy@loudounfarmersmarkets.org)

# LOUDOUN VALLEY HOMEGROWN MARKETS ASSOCIATION

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## 2010 LVHMA Market Producer Availability<sup>①</sup>

In order to provide the best possible variety of products for our consumers, please submit your projected participation in market(s) on a weekly basis. We will plan special events, advertising and drop-ins around this schedule and expect this to reflect the Producer attendance for the season. This is your opportunity to schedule time off for vacation, graduation, holidays, etc. Where you will not be penalized for these scheduled absences, vendors willing to participate in the entire Market season may be given preference by the LVHMA Board of Directors.

5/2/10	Ashburn _____	Leesburg _____	Purcellville _____	
5/3/10	Brambleton _____	Cascades _____		
5/8/10	Ashburn _____	Leesburg _____	Purcellville _____	
5/9/10	Brambleton _____	Cascades _____		
5/15/10	Ashburn _____	Leesburg _____	Purcellville _____	
5/16/10	Brambleton _____	Cascades _____		
5/22/10	Ashburn _____	Leesburg _____	Purcellville _____	
5/23/10	Brambleton _____	Cascades _____		
5/29/10	Ashburn _____	Leesburg _____	Purcellville _____	
5/30/10	Brambleton _____	Cascades _____		
6/5/10	Ashburn _____	Leesburg _____	Purcellville _____	
6/6/10	Brambleton _____	Cascades _____		
6/12/10	Ashburn _____	Leesburg _____	Purcellville _____	
6/13/10	Brambleton _____	Cascades _____		
6/19/10	Ashburn _____	Leesburg _____	Purcellville _____	
6/20/10	Brambleton _____	Cascades _____		
6/26/10	Ashburn _____	Leesburg _____	Purcellville _____	
6/27/10	Brambleton _____	Cascades _____		
7/3/10	Ashburn _____	Leesburg _____	Purcellville _____	<b>Independence Day Weekend</b>
7/4/10	Brambleton _____	Cascades _____		<b>Independence Day</b>
7/10/10	Ashburn _____	Leesburg _____	Purcellville _____	
7/11/10	Brambleton _____	Cascades _____		
7/17/10	Ashburn _____	Leesburg _____	Purcellville _____	
7/18/10	Brambleton _____	Cascades _____		
7/24/10	Ashburn _____	Leesburg _____	Purcellville _____	
7/25/10	Brambleton _____	Cascades _____		
7/31/10	Ashburn _____	Leesburg _____	Purcellville _____	
8/1/10	Brambleton _____	Cascades _____		
8/7/10	Ashburn _____	Leesburg _____	Purcellville _____	
8/8/10	Brambleton _____	Cascades _____		
8/14/10	Ashburn _____	Leesburg _____	Purcellville _____	

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## 2010 LVHMA Market Producer Availability Con't<sup>①</sup>

8/15/10	Brambleton _____	Cascades _____		
8/21/10	Ashburn _____	Leesburg _____	Purcellville _____	
8/22/10	Brambleton _____	Cascades _____		
8/28/10	Ashburn _____	Leesburg _____	Purcellville _____	
8/29/10	Brambleton _____	Cascades _____		
9/4/10	Ashburn _____	Leesburg _____	Purcellville _____	<b>Labor Day Weekend</b>
9/5/10	Brambleton _____	Cascades _____		<b>Labor Day Weekend</b>
9/11/10	Ashburn _____	Leesburg _____	Purcellville _____	
9/12/10	Brambleton _____	Cascades _____		
9/18/10	Ashburn _____	Leesburg _____	Purcellville _____	
9/19/10	Brambleton _____	Cascades _____		
9/25/10	Ashburn _____	Leesburg _____	Purcellville _____	
9/26/10	Brambleton _____	Cascades _____		
10/2/10	Ashburn _____	Leesburg _____	Purcellville _____	
10/3/10	Brambleton _____	Cascades _____		
10/9/10	Ashburn _____	Leesburg _____	Purcellville _____	
10/10/10	Brambleton _____	Cascades _____		
10/16/10	Ashburn _____	Leesburg _____	Purcellville _____	
10/17/10	Brambleton _____	Cascades _____		
10/23/10	Ashburn _____	Leesburg _____	Purcellville _____	
10/24/10	Brambleton _____	Cascades _____		
10/30/10	Ashburn _____	Leesburg _____	Purcellville _____	
10/31/10	Brambleton _____	Cascades _____		
11/6/10	Purcellville _____			
11/7/10	Cascades _____			
11/13/10	Purcellville _____			
11/14/10	Cascades _____			
11/20/10	Purcellville _____			
11/21/10	Cascades _____			
11/27/10	Purcellville _____			
12/4/10	Purcellville _____			
12/11/10	Purcellville _____			
12/18/10	Purcellville _____			

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**Primary Producer Information for Meat & Produce Farm Producers<sup>①</sup>**

Please provide information for all locations where products you intend to sell are produced, and indicate if the land is owned or leased. A notarized copy of a signed lease agreement must be included with this application for each piece of land leased. Attach additional pages as needed.

\_\_\_\_\_  
Farm Name

\_\_\_\_\_  
Farmer's Name

Location 1: Physical Location and street address of primary land in production; if not able to be found using Map Quest, please draw a map:

Number of acres at this location: \_\_\_\_\_

This location is     owned         leased

Do you live at this location as well?     Yes         No

-----  
Additional Location - Physical location and street address of additional land in production and map:

Number of acres at this location: \_\_\_\_\_

This location is     owned         leased

-----  
Additional Location - Physical location and street address of additional land in production and map:

Number of acres at this location: \_\_\_\_\_

This location is     owned         leased

\_\_\_\_\_  
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## LVHMA Meat Producer Statement<sup>®</sup>

Producer \_\_\_\_\_

As an LVHMA Meat Producer, I understand that I am permitted to sell eggs, seafood, fresh, frozen and smoked meats provided that I meet the requirements of the Food Inspection Section of the Virginia Department of Agriculture and Consumer Services. All of my beef, lamb, goat, hog and poultry sold at the LVHMA Market are raised on my own farm or leased properties and I am directly responsible for their care. I understand that LVHMA does not allow contract farming. I understand that the minimum times for purchased animals to be raised on my farm are: Beef - 7 months, Lambs - 4 months, Goats - 6 months and Hogs - 4 months. I understand that my Poultry may be raised from chicks that are purchased at two weeks of age or less, and my Laying hens may be bought as pullets. Any other breed of animal must be pre-approved by the LVHMA Board of Directors before being offered for sale. I may cook and give away samples of my products but selling of products cooked at the market is prohibited. I understand that if I purchase animals for processing, I must send notification of the purchase to LVHMA (Market Coordinator) within 10 days of the transaction. Purchase and identification records must also be available during farm inspections or at the request of the LVHMA Board of Directors. I understand that failure to produce these records will result in my suspension from the LVHMA Markets. I agree to sell only products that I, and/or my immediate family have produced on my property and/or property I lease and which have been processed in a VA or USDA inspected facility (home processing of poultry is allowed following VDACS regulations).

Signature \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_ All of my animals are born and raised on my farm/leased properties

\_\_\_\_\_ I purchase young animals to raise on my farm/leased properties **and I am aware of the notification process as outlined above.**

Indicate the types of meats or meat products you will be bringing to the markets and the quantities you expect to have over the market season — please be as specific as possible, and use additional pages if necessary:

**All Meat Producers: Please list the number, age and type of animals for processing that are on your farm/leased properties at the time of this application.**

**All Meat Producers: Please list by approximate poundage the amount and type of processed meat currently on hand at the time of this application.**

**All Meat Producers: Please indicate the number and type of animals to be purchased for processing during this market season.**

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## L VHMA Application Checklist

### All Meat Producer applicants must enclose:

- ◆ 2010 LVHMA Annual Membership Fee and application if needed (page 9) *(Please send separate check)*
- ◆ **L VHMA Farmers Market Application 2010** (page 1)
- ◆ Market Fee for each market applying *(Please send separate check for each market)*
- ◆ Certificate of Insurance
- ◆ **L VHMA Market Producer Availability** (pages 3 & 4)
- ◆ **Primary Producer Information for Meat & Produce Farm Producers** (page 5)
- ◆ **L VHMA Additional Product Information** (page 6 if applicable)
- ◆ **L VHMA Meat Producer Statement** (page 7)

Please make check payable to: LVHMA

Mail check and completed application to:

L VHMA  
PO Box 716  
Hamilton, VA 20159

*PLEASE NOTE! You will be charged a \$30 fee for any check returned for insufficient funds and will not be able to attend any markets until restitution is made in full.*

# LOUDOUN VALLEY HOMEGROWN MARKETS ASSOCIATION

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## Membership Application

January-December 2010

Farm/Producer Name \_\_\_\_\_

Contact(s) \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Farm/Producer Address (if different from mailing address)

\_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Business Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

I am a New Member of LVHMA

I have been a LVHMA Member for approximately \_\_\_\_\_ year(s).

Types of LVHMA Membership (Please check the one that applies to you):

**Farm Based Member** - Producer of agricultural, horticultural or animal husbandry, farm based products. This is a voting membership. Dues are \$25 a calendar year Jan-Dec.

**Non-farm Based Member** - Producer of non-farm based products. Sales of these products are subject to approval by the LVHMA Board of Directors. This is a voting membership. Dues are \$25 a calendar year Jan-Dec.

**Sustaining Member** - Any person, partnership, firm, cooperative or corporation not actively engaged in selling at LVHMA markets, but wishing to further the aims of the Association, is welcome to contribute to LVHMA. This is not a voting membership.

I am applying for membership in the Loudoun Valley HomeGrown Markets Association and agree to abide by their By-Laws and Terms of Agreement.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**PLEASE NOTE! You will be charged a \$30 fee for any check returned for insufficient funds and will not be able to attend any markets until restitution is made in full.**

\_\_\_\_\_  
Please send this page to LVHMA, PO Box 716, Hamilton, VA 20159 and retain a copy for your records