

# TOWN OF COEYMANS 2026 VENDOR APPLICATION

Your Name \_\_\_\_\_ Business Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Day Phone:(\_\_\_\_)\_\_\_\_\_ Eve Phone:(\_\_\_\_)\_\_\_\_\_ Cell Phone: (\_\_\_\_)\_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Do you offer CSA? Yes \_\_\_ No \_\_\_ Is your product "Certified Organic"? Yes \_\_\_Some\_\_\_ No \_\_\_

Does your business have social media? No \_\_\_ Yes \_\_\_\_, it is listed as: \_\_\_\_\_

## Product categories

\_\_\_ Farm & Nursery Products and Processed Farm Products \_\_\_ Value Added Foods \_\_\_ Craft Items

Please give a brief description of your farm operation and the number of years in business.

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## Market Calendar

**2026 Market Season is 4:30-7:30 p.m. on Thursdays, beginning June 4<sup>th</sup> and ending September 24<sup>th</sup>.**

Please **CROSS OFF** any dates that you will **NOT** be at the Market. This helps us to keep the Market full and keep vendor fees low.

June	4 <sup>th</sup>	11 <sup>th</sup>	18 <sup>th</sup>	25 <sup>th</sup>	
July	2 <sup>nd</sup>	9 <sup>th</sup>	16 <sup>th</sup>	23 <sup>rd</sup>	30 <sup>th</sup>
August	6 <sup>th</sup>	13 <sup>th</sup>	20 <sup>th</sup>	27 <sup>th</sup>	
September	3 <sup>rd</sup>	10 <sup>th</sup>	17 <sup>th</sup>	24 <sup>th</sup>	

Vendor agrees to indemnify and hold harmless the Town of Coeymans and its employees and/or agents from any and all causes of action which may relate or arise from Vendor's participation in the Town's Farmers Market. Vendor grants permission to the Town of Coeymans to use any photo(s), video(s), etc. of Vendor's products or of Vendor in any publicity material and/or advertisement promoting the Farmers Market. By submitting this application, Vendor acknowledges that this agreement has been read, understood and agreed to.

NYS TAX ID: \_\_\_\_\_

**Please name the Town of Coeymans and the Town of Coeymans Farmers Market as additional insured on your Certificate of Liability.**

**Please mail your Vendor Application, completed crop plan and Certificate of Liability to the Supervisor's Office, Town of Coeymans, 2524 US Route 9W, Ravena NY 12143. Any Questions contact: 518-756-6006 Ext. 2.**

**VENDOR SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

# TOWN OF COEYMANS

## 2026 VENDOR APPLICATION

Submission of this application does not guarantee acceptance. There is high demand for Vendors at the Farmers Market, and with a short season, we cannot accept all applicants. The Town retains unilateral authority to accept or reject a Vendor for any or no reason.

### **Cancelations & No-Show Policy:**

While it is recognized that there are occasional emergencies that may result in unexpected cancellations, notification of any cancellation must be made directly to the Town's "Designated Representative" prior to the start of the Market. Failure to notify the Town's Designated Representative, directly, by phone or email, may result in a revocation of your Vendor Permit and your inability to participate in the Market for the remainder of this season or future seasons. The contact information will be provided once your application is accepted.

### **Payment:**

There is a \$10 fee per day of participation in the Market. Payment by cash or check is expected to be received prior to June 4, 2026. Checks may be made payable to the "Town of Coeymans" and may be mailed or hand delivered to the Town of Coeymans Farmers Market, Attn: Town Clerk's Office, 2524 US Route 9W, Ravena, NY 12143. Vending fees are non-refundable.

### **Space & Equipment**

The Farmers Market will be held at Coeymans Landing Town Park. Vendors are to set up in an area determined by the Market Manager onsite, with the specific location for each Vendor to be determined by the Town in its absolute discretion. Vendors may set up no earlier than 3:00 p.m. on the day of each Farmers Market and must vacate the Park by 8:30 p.m.

Vendors will not be provided with a canopy, and must provide all equipment needed for set up. Small food trucks may be accommodated upon prior request. Vendors are permitted to bring a generator, as needed, to operate your equipment. **Tent weights are required for all Vendors.**

### **Permits; Certificates; Rules**

Vendors are responsible to be in compliance with all requirements imposed on them by applicable laws and regulations, including any requirements set forth by the Albany County Health Department and the New York State Department of Agriculture and Markets. Obtaining all certificates and permits in advance of your Market date(s) is solely your responsibility. Vendors shall comply with all Rules adopted by the Town of Coeymans for the Park and the Farmers Market.

### **Send completed forms prior to May 11, 2026 to:**

Candace McHugh, by email, at [TOWNCLERK@COEYMANS.ORG](mailto:TOWNCLERK@COEYMANS.ORG), or by mail to:

Town of Coeymans Farmers Market  
Attn. Town Clerk  
2524 US Route 9W  
Ravena, NY 12143