



City of New York Department of Parks & Recreation
 Michael R. Bloomberg, Mayor
 Adrian Benepe, Commissioner

APPLICATION DATE _____

APPLICATION NUMBER _____

CITY PARKS FARMERS MARKET NUTRITION PROGRAM PERMIT APPLICATION

SECTION 1: APPLICANT INFORMATION -----

Sponsor/Organization Name(s) _____

Contact Person/Applicant: _____

NAME	E-MAIL ADDRESS
PHONE NUMBER	CELL PHONE NUMBER
ADDRESS	ZIP CODE

List any previous Park events or farmers markets organized by applicant/organization (include locations, dates and prior permit numbers)

Names, Addresses, and Daytime Telephone Numbers of Two Organization Officers besides Applicant (if applicable)

1. _____

2. _____

SECTION 2: FARMERS MARKET INFORMATION-----

Name of Farmers Market _____

Date(s) of the Farmers Market _____

Name of Park _____ Location in Park _____

Time Set-Up Begins _____ Time Clean-Up Ends _____

Time Event Begins _____ Time Event Ends _____

How many farmers will participate in this market? (Maximum is 8) _____

List all farmer vendors that will be participating in the Farmers Market and the proposed farmer fees:

Farmer Vendor Name	Produce/Product	Fee
1. _____		
2. _____		
3. _____		
4. _____		
5. _____		
6. _____		
7. _____		
8. _____		

SECTION 3: PROGRAM PARTICIPATION-----

Please attach a copy of the Farmers Market Nutrition Program (FMNP) participation letter showing that this farmers market is an approved FMNP participant for this year. *This section must be filled out by New York City Department of Parks & Recreation (Parks) Staff.*

Is this farmers market a participant in the FMNP? YES NO

Is the FMNP participation letter for this year attached? YES NO

Is this farmers market in or bordering a HUD Community Development Block Grant (CDBG) eligible census tract? YES NO

Farmers markets must be located in or bordering CDBG eligible census tracts to receive this permit.
 CDBG maps can be obtained from NYC Department of City Planning online at:
<http://www.nyc.gov/html/dcp/html/resource/comdevmaps.shtml>

Please attach a layout of the Farmers Market set-up including the location of all farmer vendor stalls.

Describe in detail activities planned. List all agricultural products that will be sold, nutritional education programs, or other activities that will occur at the farmers market. (Sale or distribution of non-agricultural products is NOT allowed with this permit.)

Will the farmers market be advertised? YES NO If yes, describe the advertising plan including dates and media outlets. _____

Will any pamphlets, handbills, or advertising matter of any kind be distributed at the farmers market? _____

(Please circle YES or NO)

Do you plan to drive vehicles onto Parkland? YES NO
Motor vehicles may not be brought into or operated in any area of a park except on Park roads or designated parking areas. Parks shall issue parking permits to farmer-vendors identified by Permittee for use during the days and times of operated specified herein.

Have you made any provision for on-site medical services? YES NO

Have you made any provision for on-site security? YES NO

Do you have insurance for \$1,000,000? YES NO
If yes, with whom? _____ Insurance is required for this permit. Please provide proof of insurance.

Do you have a clean-up plan for the farmers market? YES NO
The park must be cleaned-up to the same condition as before the market. All garbage disposal is the responsibility of the farmers market organizer.

As the applicant, I hereby certify that the information I have provided on the form is complete and accurate to the best of my knowledge. I agree to abide by the terms set forth in this application, and Parks Rules & Regulations. I understand that failure to do so may lead to the cancellation of this permit, the denial of future permit applications, or other legal remedy sought by Parks.

SIGNATURE OF APPLICANT

**THIS FORM IS NOT A PERMIT
THERE IS A \$25 NON-REFUNDABLE ADMINISTRATIVE PROCESSING FEE
CHECKS OR MONEY ORDERS SHALL BE PAYABLE TO: CITY OF NEW YORK/PARKS & RECREATION**

THIS PERMIT APPLICATION AND PROCESSING FEE SHOULD BE BROUGHT TO THE BOROUGH PERMIT OFFICE

BOROUGH PERMIT OFFICES

BRONX	Ranaqua, 1 Bronx River Parkway, Bronx, NY 10462	(718) 430-1847
BROOKLYN	Litchfield Villa, Prospect Park, Brooklyn, NY 11215	(718) 965-8912
MANHATTAN	Permit Office, Arsenal West - 5th floor, 24 West 61st Street, NY, NY 10023	(212) 408-0226
QUEENS	Olmsted Center, Flushing Meadows Corona Park, Flushing, NY 11368	(718) 393-7272
STATEN ISLAND	Greenbelt Recreation Center, 501 Brielle Avenue, Staten Island, NY 10314	(718) 667-3545
MARKETING & SPECIAL EVENTS	The Arsenal, 2nd Floor, 830 Fifth Avenue, New York, NY 10065	(212) 360-1319