THE COMMONWEALTH OF MASSACHUSETTS

EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



Department of Agricultural Resources

251 Causeway Street, Suite 500, Boston, MA 02114 617-626-1700 fax: 617-626-1850 www.mass.gov/agr



Application for Certification of an Agricultural Event for the Sale of Wine Pursuant to M.G.L. c. 138, Section 15F

*To be completed by the licensed farm-winery and returned to:

By Mail: Agricultural Event Certification Program, 251 Causeway Street, Suite 500, Boston, MA 02114

By Email: Phu.Mai@mass.gov with the subject line "Agricultural Event Certification"

(A separate application must be completed for each event)

In order for your application to be considered complete, you must include the following documents.	Incomplete
applications will not be accepted.	

Signed and dated application with farm-winery license number

List of vendors with brief descriptions of products for current year/season

Event operational guidelines or rules for current year/season

Resume of event manager or description of experience

Plan depicting the premises and specific location where the license will be exercised. **See Template 1.**

Approval letter from event management including the name of the licensed farm-winery and the day(s), month and year of event. **See Template 2.**

1. Applicant Information							
Name of Licens	ed Farm-Winery						
Farm-Winery License Number				State of Issue			
Contact Person							
Address							
City		State			Zip		
Phone Number		Email					
Correspondence preference Regular Mail Email Note: Approval/denial letters will be sent regular mail.							
Do you intend to sell, sample, or both? Check all that apply.							
Sell		Sample					

2. Event Information							
Name of Agricultural Event							
Type of Event	ype of Event Agricultural Fair (as defined by MDAR policy)		Farmers Market (as defined by MDAR policy)				Other Agricultural Event
If you selected "Other Agricultural Event", how does this event promote local agriculture?							
Event Address							
City		9	State			Zip	
Event Phone Number		E	Event W	ebsite			

3. Event Description									
What are the date(s) and t	ime(s) of t	he event?						
Start date	/	/ Day Year	End dat		nth Day	/ Year	Time		
If this is a weekly evo		·	of the week		•				
If the event is an agr									
event include compe	etitive	agriculture			Yes		No		N/A
	s the event sponsored or run by an agricultural society, grange, agricultural					Yes			No
commission or assoc					If you ido	n+ifi			
the promotion of ag	ricultu	re and its	allied industr	ries?	If yes, ide	nuiy:			
4. Event Manageme	ent								
Name of Event Man	ager								
Email Address						Phone	Number		
Is this person the on	-site n	nanager?		Υe	es			No	1
If no, identify on-site	e mana	ager (inclu	de contact in	forma	tion):				
If there are multiple managers, list them and include contact information:									
Attach on-site manager(s) resume(s) or list any credentials or training of the on-site manager(s): Relevant credentials include, but are not limited to, experience as a market manager, attendance at any market manager									
workshops, and experi	ience w	vith other a <u>c</u>	gricultural eve	nts.					

5. General							
Attach or provide in the space below a plan depicting the premises and the	e specific location where the license						
will be exercised. See template for necessary elements to include.							
Cimpture of Applicant							
Signature of Applicant	Date						
Name (please print)	Title (please print)						
	,						
Farm-Winery License Number	State						
FOR DEPARTMENT USE ONLY							
ARREOVAL							
APPROVAL							
The event listed above is an <u>approved</u> agricultural event by the Massachus	setts Department of Agricultural						
Resources under M.G.L. C138, Sec. 15F.							
Signature	Date						
DENIAL							
The event listed above is not approved as an agricultural event by the Massachusetts Department of							
Agricultural Resources for the following reason(s):							
Signature	Date						

[Name of Event] - Layout Plan Address, City, State

Farm-Winery

Applicant Name

Farm B

Farm C

Farm A

Market Manager Area

Farm D

Farm F

Farm E

Entrance

Market/Event Address

Anywhere Town Fair John Doe 123 Center Rd. Anywhere, MA 01111

July 1, 2014

Dear ABCD Farm-winery,

The ABCD Farm-winery has been accepted as a vendor at the 5th annual 2014 Anywhere Town Fair, pending all necessary special licenses and/or permits. The fair will take place from Saturday September 6th 2014 to Sunday September 7th 2014, at 123 Center Road in Anywhere, MA.

Sincerely,

John Doe, Event Manager

Phone: 555-1234

Email: john.doe@anywheretownfair.com