

Northeast Georgia Locally Grown Guidelines for Growers & Disclosure

Thanks for producing healthy, sustainable food in Northeast Georgia! These guidelines help the market run smoothly for all involved. Please take a minute to look these over before you sign up as a Grower, then use them as a guide and resource once you're approved.

Grower is synonymous with Vendor for the purpose of these guidelines.

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Requirements

Northeast Georgia Locally Grown farmers market only allows farms and locally produced items within an 80 mile radius of Clarkesville, Clayton, or Gainesville (We use Google Maps). All farms and artisans selling through the market should use "sustainable" production practices and local ingredients. For fruit and vegetables, that means minimum standard of Certified Naturally Grown or Certified Organic practices (certifications not required, but preferred and given approval priority). For processed foods that means a significant effort to obtain ingredients from local farms.

Fruit and Vegetable Production

- **Farms producing fruits and vegetables MUST be Chemical Free.** By requesting to be listed as a grower on Locally Grown you are stating that you do not use synthetic chemicals

of any kind on your farm including synthetic fertilizers, pesticides, and fungicides. We also require that any land that has been treated with chemical pesticides and fertilizers cease use for at least one year before producing products for this market.

- **Organic and other standards.** Synthetic based fertilizers and pesticides are strictly prohibited at all times, no exceptions. Though Locally Grown doesn't require growers to be certified Organic or Certified Naturally Grown, we still highly encourage growers to be familiar with and follow the same requirements as these programs. For instance many OMRI certified pesticides (which are approved for organic use) are intended as a last resort, not intended for routine application, and certification programs often restrict the use of many OMRI listed products. Other practices required by organic standards are crop rotations, purchase of organic seed, manure applications 120 days prior to crop harvest, and many more. Certification programs can help you make decisions that lead to better farm management, as they require you to develop a plan for all contingencies, and explain why you are doing what. Since this market is essentially co-marketing products from many farms, it is important that we all follow the most stringent practices possible. To ensure this we encourage you all to ask questions of your fellow growers, and offer or ask for advice when needed. You can start the [CNG Certification process here](#).
- **On-Farm Produced Products.** All products sold on Locally Grown must be produced on the farm which is listing the product. Sales of products grown on another farm other than the one you own or manage are not allowed. Some wild-harvested products that are found off the farm will be allowed provided they are harvested following all applicable laws. *Please notify us first, if you're not sure about a certain wild harvested product.

Processed Foods

If your products require a state license we do require you to post the license number(s) on your Grower Profile page. Georgia State law basically states that anything that's edible that isn't sold in the exact same form it was harvested in requires a license. We are continuously learning the subtleties of many of these requirements, and ask that you do likewise, but here's a quick summary of what we have been made aware of:

- **Licensed certified kitchen products and Exempt products.** All processed food must be prepared in a properly licensed certified kitchen and products must be properly labeled. These rules are fairly stringent and can be difficult to meet such as having a 3-basin sink, an additional mop sink, and a handwashing sink as well as attending [Better Process Control School](#), and requesting labeling approval for individual products. Certified kitchens are regulated through the GA Dept. of Agriculture. The Gainesville office number is (770) 535-5955 and they can give you more details on requirements for processed foods.

The only processed foods that can be sold through Locally Grown that do not require production in a licensed kitchen are:

- Jams
- Jellies
- Cakes
- Cookies

- o Breads
- o Pies
- o Honey

These products are considered exempt. These processed foods must still meet the market's ingredient standard described below.

- **Product Labels.** The Georgia Department of Agriculture requires all processed goods to have a label with the farm name, a contact phone number or address, and a complete ingredient list. We also require that you post entire ingredient lists in your item descriptions since customers can't see items until they've arrived for pickup.
- **Ingredients** (sourcing local). We require at least the main (highest by weight) ingredient(s) in processed foods, other than baked goods, to come from your farm. The remaining ingredients can be purchased from other farms in the Locally Grown or CNG network. If (and only if) these ingredients are not available locally, you should use the most sustainable ingredients you can find. In other words if you are making fig preserves, they should be figs that you've produced on your own farm. If you add sugar, pectin and lemon juice you'll likely be unable to locate any of these locally. You should then source organic sugar and organic lemons if they are readily available (which they should be). For breads and baked goods please consider supporting local and organic sources like [Daysprings Farm](#).

All processed foods must have all ingredients listed in the description in the order of most to least, noting which are grown on-farm, Organic/CNG certified.

Please let us know before listing any new processed products.

Specialty baked goods should include one or more ingredient(s), such as eggs, milk, milled grains, vegetables, or fruits sourced from a local producer or active grower in the Farmers Network. We require the use of Organic wheat (and local if possible) in artisan made breads. For flavored breads such as a blueberry muffin or pumpkin bread, local, sustainable, and Organic ingredients should be sourced rather than conventional products unless the ingredient is not available locally (cranberries are an example). Gluten-free specialty products should also be Organic if the ingredient is considered "widely available" in Organic.

We (collectively) aim to be transparent with marketing and encourage the best ingredients.

- **Ground Grain.** If you are milling products such as corn, wheat, or rye for sale, the GA dept. of Ag. requires a milled products license to be obtained. We require that you post your milled products license number on your Grower Profile.

Animal Products

- **Eggs.** If you plan to sell eggs through the market you are required to have a state candling license obtained from the GA dept of Ag. A state candling license requires attendance at a training program. For a schedule of upcoming Candling License classes call the Gainesville Dept. of Agriculture office at (770) 535-5955 or see [GDA Egg Candling Certification](#). If you

sell eggs you are required to list your license number in your Grower Profile.

In our efforts to differentiate Locally Grown products from conventional products we also require producers to have layers on pasture, meaning that they are moved onto fresh grass routinely. We PREFER certified Organic or Certified Naturally Grown grains as supplemental feed for laying hens.

- **Packaged meats.** Meat processing has a slew of requirements, too numerous to summarize here. Contact the GA Dept. of Ag for information at (770) 535-5955. If you'd like to begin listing meat, please touch base with us prior to posting your items. All meat sold through this market must be processed in a USDA inspected facility without added nitrates or artificial additives and flavors. All ingredients must be listed in order of most to least directly in listing and we discourage sweeteners added to meat products.
- **Beef, lamb, pork, and other meat products.** These products must come from animals that are entirely "grass fed" in the case of beef, bison, lamb, and wild forage fed with preferably Organic grain supplements for pork. Please do your best to ask about herbicides and fertilizers applied to the hay fields if sourcing off-farm. Please have the contact for and dates purchased from the hay field manager/owner on hand for market managers. All meat sold through this market must be processed in a USDA inspected facility without added nitrates or artificial additives and flavors. All ingredients must be listed in order of most to least directly in listing and we discourage sweeteners added to meat products.
- **Broilers and poultry meat products.** Chickens and other birds raised for meat must be on pasture, meaning that they are moved onto fresh grass routinely. This allows for opportunities for the birds to feed on their natural diet of grubs, bugs, seeds, grasses, and herbs. We PREFER certified Organic or Certified Naturally Grown grains as supplemental feed for broilers. All meat sold through this market must be processed in a USDA inspected facility without added nitrates or artificial additives and flavors. All ingredients must be listed in order of most to least directly in listing and we discourage sweeteners added to meat products.
- **Dairy products.** All dairy products must come from animals principally raised on chemical-free pasture. Hormones and antibiotics are not allowed. We PREFER certified Organic or Certified Naturally Grown supplemental feed for dairy animals..

Live Plant and Seed Sales

Live plant and Seed sales require a license through the Dept of Agriculture if greenhouse production area is over 1000 Sq Feet. For information on how to obtain these licenses and associated costs, call the GA Dept. of Ag for information at (770) 535-5955. If required, please post your license number for live plant and seeds sales in your Grower Profile. There may be other state or federally mandated requirements that we aren't currently aware of, so we encourage you to look into the requirements for specific products that you are selling.

Plants take special consideration to get to your customers in great condition during peak season. To help your customers stay happy as they start their gardens, please keep in mind the following:

- Plant containers must be 6 inches or less in diameter, and we strongly prefer pots that fit into [standard 4" carrying trays](#) and are self-contained (not crazy tall or wide).
- Only sell in-season plants or plainly describe when to plant the seedling outside and basic care in the first sentence of listing description.
- Plants should be well established, well watered, well supported (if fragile), "[hardened off](#)" and ready to withstand the elements (including the sun and rain at drop off).
- Please be mindful of transporting pests and disease. Inspect thoroughly for signs of fire ants, aphids/mites, mildew, and blight before dropping off.
- Pictures on the website should match what the customer will receive that week.
- No reselling. Plants need to be started from cutting or seed on your farm with verifiable sources of containers, growing media, and inputs.
- Please note if a plant is native or non-native in description. No [potentially invasive plants](#) are allowed to be sold through this market.

Non-food items

Northeast Georgia Locally Grown is focused on the sale of local foods, but also has room for other artisans on a limited basis. All non-food item listings should be discussed with the market managers prior to posting. We are interested in any products, made by you (no reselling), that promote local food and farms.

Describing/Promoting Your Business

Have a website? Sell through other markets? Update your [Grower Profile](#) regularly. We get a lot of website traffic from people looking for local farms. This means your Grower Profile on our website might show up first in a Google Search (above your website). We want people to communicate and support you, even if the Wednesday Locally Grown pickup times aren't convenient! A Facebook page is a website, so be sure to enter it and test the link. To enter a facebook page as your website, it should look like: <https://www.facebook.com/yourfarmuserid>.

On your Grower Profile, use language that isn't quickly outdated. For example, say the farm/business began in 2023 instead of saying the farm began "this year." In order to help customers communicate both concerns and praise directly to you, please check the "Public contact info" box for your Grower Profile page. If you have any licenses or certifications, please post them on your Grower Profile as well.

Include the location of your business in your Grower Profile and something about the type of business (size, products, when you started). If listing farm products, we highly encourage you to mention something about your growing practices, especially unique sustainability efforts, the absence of chemicals, and specific crops, techniques or equipment that you like to use. This builds confidence with your customers.

Listing Items

- **Photos must be of the ACTUAL product.** Only photos of the actual product you are selling are allowed. If you are selling tomato plants, you should show a picture of the plants, not a photo of the harvested tomato. This eliminates confusion, as many customers will assume they are purchasing what is in the photo and will not read all of the small details. Images found on the web are not allowed. Photos of the amount that a customer will receive is

encouraged over pictures of it in the field or in mass quantities, but we understand this is not always possible for the first harvest.

- **Adding Products.** Please list products by 8pm Friday. Although you can add items at any time after Thursday afternoon, many of our best customers are on at 9pm Fridays planning their order. Make sure items are in the correct category, and have minimum weight listed. Please do not use weight ranges or volume descriptions like bunch or loaf. The customer assumes minimum weight for the price, and a bunch or loaf means very little to the customer when they are drastically different between Growers/Vendors. Items are added through the market page and you must select the smallest category from the choices on the left side of the page. For example once you pick VEGETABLES a subcategory list will pop up (on the left column). Then you will pick the subcategory such as SQUASH, and then SUMMER SQUASH. If there is no subcategory that includes your item email, send us an email describing what subcategory you would like and why. Once you choose the smallest subcategory under VEGETABLES such as SUMMER SQUASH, look at the top right of the column and you'll see small icons that look like folders. When you hover over the icon it should say "Add a new product in...". Click that icon and start describing your item.
- **Naming Protocol.** Items are organized alphabetically on the site. In order to keep listings intuitive and similar items grouped, we require the following naming protocol:

In the title of the item, the first word should be what it is, such as: Tomatoes or Squash, followed by the particular variety. For instance if you have Dragon's Tongue beans you would name your product "Beans – Dragon's Tongue." That way all the beans in the market will be listed in the same place in the scrolling market list, such as Beans – Fava, BEANS – French Filet, Beans – Dragon's Tongue. If you just put "Dragon's Tongue," people may think we are actually selling the tongues of dragons. This is especially important with plants. Please put "plant -" first, even if it is in the appropriate category, so volunteers and customers know they are ordering a tomato plant instead of a tomato.

Examples:

Beans - Dragon's Tongue, Fresh Snap Bean, Stringless

Unit: 8 oz

Bread - Whole Wheat, Unsliced Loaf

Unit: 1 lb

To avoid confusion, please do not use the word Organic to describe products unless you are certified Organic and/or you are referring to third party inspected input/product.

Example:

Eggs - Large Chicken Eggs, Pastured, Organic grain fed

Bread - Whole Wheat, Unsliced, Made with Organic grains

- **Units.** A minimum weight is required for food items. Format the unit as such: 3 lbs, 8 oz without special characters, ranges, or words. This helps others price their product, ensures customers understand how much they are getting, and allows the market to provide accurate resources and reports. In the first line of the description, you can add any other

helpful information like 6-8 radishes, 1 bunch, 3 cookies, 2-3 pork chops per package, 1.25-2lbs per package, etc, but this descriptor should not be in the unit box.

- **Ingredient Transparency.** All processed foods must list all ingredients and note which are grown on-farm, local, or Organic/CNG in the description for that item. Please let us know before listing any new processed products.
- **Quarter increments only.** To make checkout at the market easier, all your product prices should end in .00, .25, .50, or .75. If you were thinking of charging \$4.10, go ahead and Round Up to \$4.25! This really improves the efficiency of the market. Volunteers do not have change smaller than quarters at customer pickup.

If issues are identified with your product listings we will either: Correct the name/price to match the naming protocol or closest quarter increment, if obvious of the intent of what you as the grower were trying to list. OR we may email you asking you to review certain products to follow above guidelines. If corrections aren't made, or issues persist we may make products unavailable.

Packaging

Please choose a packaging that is able to appropriately protect the product inside (ie - rigid clamshells with pads for berries) and does not easily come apart or open when stacked in coolers or handed to your customer.

- Clear food-grade packaging is preferred. Customers also see other items when they come to pick up orders and if your carrots look terrific, they often ask whose carrots they are and order them the following week. Plastic also prevents your products from absorbing any water in the coolers, and allows customers and volunteers to see the product for more efficient customer checkout.
- Minimize packaging when possible. Examples are: consider placing the label directly on glass jars instead of using an unnecessary bag, or using one bag for multiple orders of greens from the same customer.
- Paper bags are fine for appropriate items (such as garlic or scones) in black crates (outside of coolers).
- Package in a way that customers can see what they are getting before paying. Examples include a folded paper bag instead of stapled, and produce boxes that are easily opened so that all items can be viewed. We tell customers to look over items before paying, but we need your help to allow them to do this. They shouldn't have to tear, cut, or rip anything in order to see what they are getting.

Labels

All items that come through Locally Grown require a label affixed to the package so that we know who to deliver the product to, and also which market location each item is going. To print your labels go to Your Account on the website and click on "See your Open Orders and Print Labels." If you have sales, you'll see an option to "Print Labels." The instructions are there, and you'll need labels that fit Avery template 5160. This template is easily found as they are common address labels 1"x 2 5/8" and 30 labels per sheet, but can go by other numbers like the common 5260 or 8160 for inkjet style printers). If your labels aren't printing out perfectly on each label, try clearing your printer settings. Remove any additional settings that alters the page format for printing the labels the site produces.

- **Place labels near the middle/ top** and all together on your products. This seems obvious, but wouldn't be in here if labels had not been hard to find many times before. Make it easy to see all labels. This helps volunteers find your items quickly and easy, and your customers get the right product quicker at check out. We trust and check off items based on the labels, not weight or intuition.
- **Stack multiple Labels.** When someone orders more than one of the same product, and you package them together, please place a label for each item on the outside package. Example: cucumbers x4 -- place *four* labels in a row on the largest package. Do not group multiple items into one bag if they are individually labeled. Please tie the bag tightly enough to keep items together, but not so tightly we can't open to double check items. If we stick to this method, market pickup goes so much smoother!

Delivery

We currently have three locations for you to deliver to (Clarkesville, Gainesville, Clayton). You drop off to any one of those locations with items sorted by location between 1:30-2pm and then we organize by customer. We encourage you to triple check location when dropping off, and we triple check that we hand your item(s) to the correct customer. Items can end up in the wrong location because they were placed in a different cooler than intended. A few triple check tips are to:

1. Sort your orders by location as you label product
2. Sort by location (by double checking labels) when placing in your coolers
3. Triple check each label when placing items in the market drop off coolers.

If items go to the wrong spot, volunteers try to sell to other customers. You do get an email letting you know which of your customers DID NOT receive what they ordered from you, but no email notification is automatically sent if we SELL AND ADD that item to another customer. That additional sale is reflected in your total sale report and payment. This is so you have the customer name and email who did not get what they ordered from you. We encourage you to reach out, so they are more likely to try and purchase again. If it is our fault, we do the same and absorb the cost of our mistake (paying you in full).

Communications

Include nlgmarket@gmail.com in any emails to customers about their product(s) or order. This email goes to the site managers, so you don't have to worry about which person/location to contact. This communication is very important when letting a customer know "We ran out of what you ordered, and will be sending ___ instead" so the site manager is informed when checking items off.

We provide you with customer emails to communicate with them about the product they purchased (or are thinking of purchasing) from you. They are not consenting to your email or marketing lists. Only use customer information for communicating about purchased items. If we hear of unsolicited emails from you or your business, it is grounds for your account being deactivated. We take customer information and privacy very seriously. If you would like to promote an event, sale, or just say Thank You/Happy Holidays to customers, please send the message to NGLGmarket@gmail.com (pictures encouraged) so we can put it in the newsletter!

These communication guidelines ensure good communication and a loyal following through this market. If we feel that communication standards and transparency are not being met, we may reconsider a producer's participation in Northeast Georgia Locally Grown.

If necessary, please remove items by 11am Wednesdays. When you remove an item from a customer's order, they do not get an email notification. We suggest emailing them with your farm name and explanation and copying NGLGmarket@gmail.com. See suggested language below. If we as market managers/volunteers make a mistake with your item, we will email the customer saying it was our fault and copy you on that email. We expect that you will do the same, so customers understand what happened and are more likely to keep with this ordering system.

Suggested language and format for Growers when emailing customers:

- - -

Subject line: Short on Garlic Scapes - Locally Grown
To: customer email (Use bcc if emailing multiple customers)
Cc: nglgmarket@gmail.com

Hi Suzie, We were a little short on garlic scapes and packaged 6oz instead of 8oz. We are asking the managers to reduce your price from \$2.75 to \$2.00.

Item: Scapes - Garlic stems (Billybob Farm)
911705: Suzie Dollier

Enjoy!
Your Name and Farm Name

- - -

Subject line: Arugula removed - Locally Grown (do not state "order canceled," that's different!)
Bcc: customer emails (Use bcc if emailing multiple customers)
Cc: nglgmarket@gmail.com

Hi y'all, Unfortunately, we had to remove your arugula from your order because we think a rabbit came through and devoured them last night.

Item removed: arugula - baby leaf (Billybob Farm)
911706: Suzie Dollier
911707: Brad Reitke

Sorry for any inconvenience this causes,
Your Name
Farm Name

- - -

Subject line: Our mistake on your peppers!
Bcc: customer emails (Use bcc if emailing multiple customers)
Cc: nglgmarket@gmail.com

Hi y'all, So sorry you didn't get the peppers you ordered yesterday. We somehow managed to leave them in the delivery vehicle and just now found them! Please re-order from us next week!

Item: peppers - snacking (Billybob Farm)
911709: Lizzy Gourding
911710: Tim Reitke

Sorry for any inconvenience this caused,
Your Name
Farm Name

Market Management / Financial Details

All sales in the Locally Grown market are considered directly between you, the producer, and the customer. As a result, Locally Grown does not collect sales tax on purchases. We are not buying and reselling your products, we simply provide a space for you to sell to your customers and help organize your products to your customers. We are a passthrough cashbox for what the customer pays for the product delivered to the correct location. If there are concerns by the customer (ie-quality or accuracy of online description/photo) they reserve the right to decline a product which is subtracted from your sales using the best available method through locallygrown.net. We do our best to forward comments, suggestions, and concerns from customers as they arise, but we also encourage them to reach out directly to you.

You set your own price, but we do communicate with Growers about listed prices if they are considered to be too high or too low by customers or other growers. We appreciate Grower pricing considerations to help keep the market running as smoothly as possible and benefit all involved.

Here's how to see your end-of-year sales through Northeast Georgia Locally Grown:

- Your account > See your sales history (under the "Grower" section)
- Select "This Year" from the date range drop-down menu (or "last year" if after January 1st).
- Leave "Download CSV" unchecked if you just need total amount you received from the year
- Click "Choose" and wait until the page refreshes
- If you would like more details in a spreadsheet including: invoice number; first name; last name; email; date ordered; item; unit of sale; quantity; grower earnings; total customer price; and customer comment, then you check the box "download CSV" before clicking choose. It should download to your computer. If you cannot open the spreadsheet, you will need a program like Excel, Numbers, or you can use web-based Google Sheets to open it.

There is one market manager, many volunteer/contracted site managers, and a bookkeeper. A percentage of all sales (12%) are retained by the market to pay for transportation, supplies, services, admin fees, and 2% locallygrown.net web service fee. Customer membership dues (\$20/year) go towards community outreach, marketing, education, and co-operative projects of the market and Growers.

Market Manager Contact

Andrew Linker | andrew@gmfn.org | 770-530-3287

Northeast Georgia Locally Grown was adopted as a program of Georgia Mountains Farmers Network (GMFN), a 501(c)(3) nonprofit as of August 10, 2023. To this extent, GMFN accepts tax-deductible donations. The mission of Georgia Mountains Farmers Network is to build community around local food. You can learn more about the Farmers Network at [GMFN.ORG](https://www.gmfn.org)

The Board of Directors of Georgia Mountains Farmers Network are responsible for budget, policies and procedures, and overall direction of the organization. See more about the GMFN Board and Staff at www.gmfn.org/about/our-team

Payments

We refer to our payment system as a “shared cashbox.” A direct deposit form is required to sell through this market. We collect payments from customers on Wednesday evening and typically process payments to growers within 24 hours. Depending on the payment service we use (physical vs electronic), you can expect payment within 10 days of when items were received. If you have not received payment within 15 business days of delivery, please let us know so we can reissue and address the payment issue.

Visit by Market Managers

To get to know you and your operation, and review pertinent guidelines, we like to come out and visit any new farm/businesses looking to list through this market. The questions we plan to ask for can be found below in the initial manager visit checklist below.

After reading these guidelines and signing up through the site, we'll try and schedule a visit as quickly as possible.

1. [Create an account](#) like you would as a new customer
2. Once signed in with your account- Click on [OUR GROWERS](#) page
3. Scroll down to the very bottom and click - “If you would like to sell through this market, please tell us about yourself and a market manager will contact you.”

Farm/business visits are conducted by Market Managers depending on your location and our schedules and usually last 1-2 hours. Additional visits are on an as-needed basis or upon request.

Initial Visit Checklist:

- Have a charged device and be signed into your account
- Have the Disclosure and Direct Deposit pages (below) printed and filled out
- Review [Visit By Manager Questions](#) and have any necessary proof of purchase/test results

If you have further questions about these guidelines, farm visits, or Northeast Georgia Locally Grown disclosure/direct deposit authorization, please **email NGLGmarket@gmail.com**

DISCLOSURE STATEMENT

Northeast Georgia Locally Grown

Farm/Business name:

Year this farm/operation started selling to the public:

Your name, pronouns, and position (Owner, Manager, Employee):

Preferred contact information AND method (text, call, email):

Number of markets/outlets (total) sold through (average or last season):

List of product types you are approved to list through Northeast Georgia Locally Grown in order from most to least (ie - produce, seedlings, microgreens, meat, eggs, dairy, mushrooms, honey, bakery, processed foods, bath&beauty, crafts)

[Optional] Check all that apply for the primary Farm/Business Owner(s) or Manager(s):

- Beginning Farmer (10 years or less farming/selling to the public)
- Women ownership or management
- Identify as black, indigenous, or person of color
- 35 years of age or younger
- Veteran ownership or management

This agreement attests that I, _____ (print first/last name)

- have read, understand, and agree to the NGLG Guidelines for Growers
- understand that sales through this platform are considered direct-to-consumer sales and that I own the product until the customer has possession. NGLG is not purchasing my product for resale, and I am responsible for any local, state, or federal tax.
- take responsibility for adhering to all local, state, and federal laws regarding the production and sale of my products
- will grow, forage, or produce all the items listed by my farm/business
- agree to only use customer emails for communicating about purchased items through NGLG
- [produce only] commit to not using any synthetic chemical fertilizers, pesticides, or herbicides in the production of fruits and vegetables sold through this market

Signature: _____

Date: _____

You can e-mail a signed copy of this contract to NGLGmarket@gmail.com or bring to Farmer Drop off. If you have any further questions about these requirements please contact the market managers prior to signing this agreement: NGLGmarket@gmail.com

DIRECT DEPOSIT AUTHORIZATION

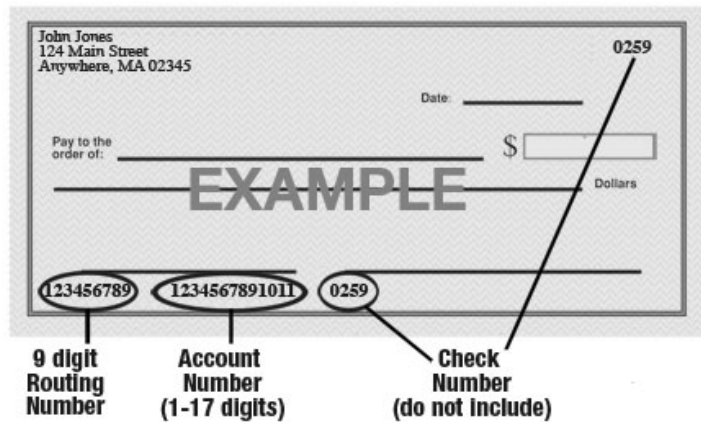
Northeast Georgia Locally Grown (NGLG)

Your Name: _____

Name associated with NGLG account (if different): _____

Who checks are made out to: _____

Farm/Business Name (if different): _____



Name of Bank: _____

Account #: _____

9-Digit Routing #: _____

Type of Account (Check One): Checking Savings

Georgia Mountains Farmers Network DBA Northeast Georgia Locally Grown is hereby authorized to directly deposit funds to the account listed above. This authorization will remain in effect until I modify or cancel it in writing.

Signature: _____

Date: _____