

## Service Agreement

June 17, 2008

### Purpose

The Online Farm Market web site (OFM), at [www.OnlineFarmMarket.org](http://www.OnlineFarmMarket.org), is provided to help growers in Northwest Michigan promote their produce and value-added products to potential purchasers. Growers can post items for sale using a simple web-based interface. Purchasers can view information about items and contact the grower directly to arrange purchase and pick-up.

### Management

The OFM is managed by the Land Information Access Association (LIAA), a non-profit, Section 501(c)(3) corporation providing training and technical assistance to local governments and other non-profit organizations, at the request of CSAFarms.org, an un-incorporated consortium of Community Supported Agriculture Farms in Northwest Michigan.

LIAA provides hosting space and technical support for the web site and manages subscriptions.

### Subscriptions

Growers may post items to the OFM web site by subscribing to a user account on the site.

1. The subscription period is April 1 to March 31 of the following year, hereafter called a "season".
2. The subscription fee is \$20 per season, payable in cash or check to LIAA.
3. Growers may subscribe at any time during the season, but the subscription is only valid for the current season.
4. Growers may pre-pay for future seasons.
5. When the first payment is received, LIAA will create a user account on the site for the grower and ensure that the grower has access to the site and the instructions for using the site. The grower is responsible for posting their own items on the site.
6. Growers may cancel their subscription at any time by contacting LIAA in writing via email or regular mail. However, subscription fees cannot be refunded.
7. By subscribing, growers agree to the terms specified in the OFM web site *User Agreement*, which can be viewed by clicking **Log In**, then **User Agreement** on the web site.

### Posting Items

1. Subscribers may post produce, value added food (such as canned or prepared food), or crafted non-food items for sale that have been primarily grown or produced in Northwest Michigan. The web site managers reserve the right to remove posted items that blatantly do not meet the intention of this restriction.
2. Subscribers may post as many items as they wish.
3. Subscribers may modify or delete the posts that they create.
4. Posts will display on the site until a subscriber-provided expiration date or 6 months after the post is created, whichever comes first.
5. When displayed, posts will be sorted by *Item Type*, then *Creation Date*.
6. Instructions for posting will be available to subscribers on the web site. Limited technical support is available via email. Please send questions to [farmmarket@liaa.org](mailto:farmmarket@liaa.org).

Online Farm Market

## Subscription Registration Form

Use this form to register to post items for sale on OnlineFarmMarket.org.

Grower Name: \_\_\_\_\_

Farm or Organization Name: \_\_\_\_\_

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

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

LIAA and OnlineFarmMarket.org respect your privacy. We will not sell or share your contact information with any other individual or organization.

Please include a check or money order for \$20 per season made payable to **LIAA**. Please mail this form with payment to the following address:

Online Farm Market  
c/o LIAA  
324 Munson Ave.  
Traverse City, MI 49686

I wish to have an account on OnlineFarmMarket.org, and agree to abide by the terms specified in the Online Farm Market *Service Agreement* and *User Agreement*.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

A map location can be displayed with each item on OnlineFarmMarket.org to show purchasers where items can be picked up. We would also like to create a general map showing OnlineFarmMarket.org users where they may be able to find items for sale (such as Farm Markets, Roadside Stands, etc.). If you would like to be included on this map, please provide the following information:

Location Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Web Site: \_\_\_\_\_

Description (what's available, hours, etc.): \_\_\_\_\_

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