

KLAMATH FALLS FARMERS MARKET ASSOC. INC.
2019 ANNUAL VENDOR REGISTRATION & AGREEMENT/CONTRACT

Farm/Business/DBA _____

Applicant Name _____

Mailing Address _____ Zip _____

Physical Address (Farm) _____ Zip _____

Phone (_____) _____ Cell (_____) _____

Email _____

Completely fill out this form, legibly, or it will be rejected. This is NOT optional.

Describe your product in as much detail as possible: producers and value-added vendors also need to fill out the ag-produce/product sheet included in the registration packet.

2019 MARKET DATES: I plan to attend the following Market days. I also **promise to notify the manager within 72 hrs. (3 days)** if a marked date is going to be missed. Failure to notify will result in being charged the space fee.

June 1st *Master Gardeners Plant Sale* 8th 15th 22nd 29th

July 6th 13th 20th 27th

August 3rd 10th 17th 24th 31st

September 7th 14th 21st 28th

October 5th 12th 19th 26th *Scarecrow Row*

Annual Application Fee: This contract, together with an annual application fee of \$30.00 must be received by **April 30th**. Late application submissions, May 1st and after, shall be \$50.00 and will not have booth/space preferences (returning vendors).

Booth space preference: Half Space (share three-sided middle row booth, 10' front) \$15

Standard 10' x 10' with 10' front (neighbors on each side) \$20

Corner 10' x 10' Booth \$25 Three-Sided middle row 10' x 10' Booth \$30

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FOR OFFICE USE ONLY

Received _____ Paid \$ _____

Producers are required to be trained and participate in the market EBT/token program and the ODA/USDA Farm Direct voucher programs. Each vendor MUST *LIVE AND PRODUCE* WITHIN THE SOUTHERN OREGON/NORTHERN CALIFORNIA HIGH DESERT BIO-REGION; Exceptions may be granted, depending on items offered for sale. New Crafters/Artisans please provide clear photographs of your craft with this form, emailed .jpg are acceptable. All products sold must be the vendors own handcrafted/created items, pre-approved by KFFM management.

By signing and submitting this application, you agree to abide by the rules and policies established by the Klamath Falls Farmers' Market. You also agree to hold the Klamath Falls Farmers' Market Association Inc., the market organizers, the city, its officers, agents and employees harmless and indemnify them against any claims for damage or injury arising out of my sales activities at the Klamath Falls Farmers' Market. Vendor privileges may be revoked, with cause, at any time, without refund.

Furthermore, by signing and submitting this application, you agree to comply with existing & new ODA/FDA food safety regulations and assume responsibility for keeping up to date of these, and any and all other local, State and Federal regulations concerning the selling of my products/items at the Klamath Falls Farmers' Market. NO RESALE.

Check...I have read and understand the "2019 KFFM Rules & Policies" - _____ Initials

APPLICANT SIGNATURE _____ DATE _____

Authorized Vendor Representatives:

<u>PRINT NAME</u>	<u>SIGNATURE</u>	<u>DATE</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

Your workers/helpers MUST read and sign above. You must train new helpers before they work in your booth. Nobody will be permitted to participate as a vendor or represent you or your business, until they have read, understand and sign this agreement, PERIOD!

You may submit or return via snail mail to the market office:
Klamath Falls Farmers Market - 6800 S. 6th, space #26 - Klamath Falls, OR 97603
or scan and email to charlie@klamathfallsfarmersmarket.org
More Info - 541-273-1102

EBT SNAP Token Program Agreement - 2019 Klamath Falls Farmers Market

The Klamath Falls Farmers Market has implemented a program enabling food stamp recipients to use their Oregon Trail, EBT card to buy tokens, and then use the tokens to buy produce and other foodstuffs. The bottom line, we now accept the Oregon Trail Card, USDA's Supplemental Nutrition Assistance Program (SNAP), formerly known as Food Stamps. One goal of the Market is to provide a new revenue source for vendors and to provide customers with alternative methods of purchasing fresh, locally produced foods. Based on the experience of other markets, we anticipate this program will contribute to an increase in overall vendor revenues. You can expect sales to be higher early in the month, and drop off in the latter weeks.

The Market will promote this program through onsite signage, brochures, press releases, and advertising. To ensure consistency and clarity for customers, the Market is requiring that all vendors participate in the market EBT token program. All vendors, including those selling items not eligible for token purchases, must be familiar with this program and comply with the requirements in this Agreement. Vendors selling items eligible will be provided with a "We Accept EBT Tokens" sign, which must be displayed at their booth. There is no fee for vendors to participate in this program. The Market will sell wooden tokens to customers using a point-of-sale (POS) machine located with the cashier at the Market booth. These are the requirements of this agreement:

- Make yourself familiar with the wooden Market token, they have a value of \$1.00.
- Tokens can only be used to purchase fruits, vegetables, meats, fish, poultry, dairy products, honey, eggs, seeds and plants intended for growing food.
- Tokens MAY NOT be used to purchase non-food items, or hot foods.
- You may NOT set a minimum purchase requirement for these tokens.
- NO CHANGE can be provided for tokens; however, you may offer the customer additional food items to make up the difference.
- At the beginning of each market day, the Vendor MUST pick up a "Token Bag". A check for the previous week may also be picked up at this time..
- At the end of the day, vendors will count the tokens, place them in the money bag provided with a tally sheet, and submit back to the cashier at the Market booth for payment the following week. Bags MUST be returned, even if no tokens are taken, or any transactions have taken place that day.



Vendors will benefit from this program as if they had individual wireless POS machines without the additional equipment and service expenses or bookkeeping responsibilities. To ensure consistency and compliance with regulations, vendors participating must sign this agreement to confirm their agreement to participate in the EBT Token program and to certify they are aware of the rules of the program.

PRINT NAME, I, _____ agree to abide by the rules described herein as they relate to processing EBT Token transactions. I agree to follow all USDA SNAP rules, as outlined in this agreement, and I will also require all individuals transacting business at the Market on my behalf to follow these rules. **I understand the Market reserves the right to remove vendors from the Market who do not comply with these rules.**

Signature _____ Date _____

PRODUCE DESCRIPTION

Please indicate which of the following products you will be bringing to the Klamath Market-

Vegetables

Asparagus

Green Beans

Yellow Beans

Beets

Broccoli

Cabbage

Carrots

Corn

Cucumbers

Eggplant

Garlic

Horseradish

Lettuces

Mushrooms

Onions

Potatoes

Pumpkins

Parsnips

Peas

Peppers

Radishes

Spinach

Squash, summer

Squash, winter

Tomatoes

Turnips

Fruits

Apples

Apricots

Cherries

Grapes

Melons

Pears

Peaches

Plums

Rhubarb

Dried Fruit

Berries

Raspberries

Blackberries

Blueberries

Strawberries

Nuts

Walnuts

Pine Nuts

Pecans

Honey (products)

Herbs (fresh)

Herbs (dry)

Dairy & Eggs

Eggs

Milk

Plants

Bedding Plants

Cut Flowers

Hanging Baskets

Herb Plants

Nursery Stock (specify)

Meat (specify)

Baked Goods

Jams/Jellies

Prepared/Processed Foods (specify)

Miscellaneous
