

2019 Webb City Farmers Market Non-Profit Application

I have reviewed the 2019 Operating Regulations and agree to abide by the regulations.

I warrant that my organization is recognized by the IRS as a 501c3.

I understand that space size and location are determined at each market by the market manager.

I give permission for any photographs taken of me, my family, staff or products to be used for education and promotional purposes. *(cross through if permission is not granted)*

Date

Signature

Please register me as follows:

Name _____

Non-profit Name _____

Address _____

Telephone _____

e-mail address _____

Cell phone _____

Anticipated Set Up Days & Dates:

Card table space _____ Full space _____ (space is assigned as available & may be less than requested)

What will your non-profit be selling/doing at the market?

What will the funds you raise at the market be used for?

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*Please return completed application, with any applicable fee and/or certificate, to the market information table or to market manager, David Hill, dhill2213@gmail.com, 417 499-4831.

1. Non-profits are not charged a fee to sell at the market, but must turn in an estimate of sales at the end of the market.
2. Regular season – Tuesday, 4 to 7 pm; Thursday, 11 a.m. to 2 p.m.; and Saturday, 9 to noon from April 21 through the middle of August. Tuesday and Saturday (produce permitting) in October. Winter market on Saturday from 9 to noon begins November 1.
3. No vendor shall sell or set back for later sale before the opening bell rings excepting that market vendors may honor set back requests made prior to opening by other vendors, volunteers and musicians if such requests are made very discretely out of sight or hearing of customers.
4. Non-profit sales must not compete directly with products sold by market vendors.
5. Non-profits may be excepted from the market's producer-only rule after approval by a market manager, ie Boy Scouts may sell popcorn even though they did not grow or make the product.
6. Non-profits may participate in the market only after approval of their application by the market manager.
7. Stall size and location assignments shall be made by the market manager. Due to space constraints, the market cannot guarantee a minimum size space but will try to accommodate vendors according to the market priority policy. (Copy of all policies available upon request)
8. Each vendor shall maintain a clean and healthful condition within his/her area (from side to side & to the center of pavilion) and leave that area free of debris prior to quitting each market day. Each vendor shall remove his/her own garbage and shall not place more than a handful of trash in the market's trashcans. All products should be displayed in an attractive manner. Vendors should not bring pets to the market or smoke under the pavilion. Vendors shall maintain themselves in a clean, attractive manner.
9. Vendors must at all times conduct themselves in a pleasant and courteous manner. Controversial topics shall not be discussed or displayed by vendors at the market.
10. Vendors shall not drive or park vehicles or trailers on the grass without prior approval from the market manager. Vendors shall not at any time drive or park upon the concrete under the pavilions. Vendors shall at no time drive on private property east of the alley. Vendors and their helpers may park only in designated vendor parking areas.
11. Use of electricity must be pre-approved by the market manager.
12. Non-food vendors may not accept food stamp tokens, but may accept the market's \$5 cash tokens. If the total tokens redeemed during a single market exceeds \$50, the non-profit vendor will be charged a 3% redemption fee. Otherwise there is no fee for redeeming tokens.

Tokens –

Cash tokens – treat just like cash – they can buy anything, give change BUT do not give AS change. Once you receive a cash token you can ONLY turn it in to the information desk. You cannot use it as change for a customer or to buy anything from another vendor.

EBT/SNAP tokens (red) – good only for edible products EXCEPT food eaten on site or hot food. It can also buy edible plants and plants that produce food.

If you sell a product that folks might eat on site, you MUST remind them that if they use a SNAP token to purchase it, they must not eat it until they get in their car.

Do NOT give change for red or black/silver tokens. Your customer can combine them with change or Cash tokens. You can give change for coins or Cash tokens, but not for the red or black/silver tokens.

Do not add sales tax to items purchased with red tokens.

Do NOT give any token as change to any customer. Tokens can only be turned into the information table. Once you receive a token you can ONLY turn it in to the information desk. You cannot use it as change for a customer or to buy anything from another vendor.

Federal law requires that all vendors who accept SNAP (food stamps) MUST display prices. The market and vendor can be charged large fines for breaking the rules. The market could also lose its license to accept SNAP.

Match SNAP tokens (black or silver) can ONLY buy uncut fruits and vegetables and cut herbs. You CAN NOT give change for black or silver tokens.

To redeem black or silver tokens you MUST sell fruits, vegetables, herbs, plants that produce food or fresh mushrooms.

To redeem red tokens you must sell a product that qualifies for food stamps.

Do not add sales tax to produce purchased with match tokens.

Customers sometimes have trouble understanding the system, so it is important that you understand it and can explain it if necessary. SNAP (food stamp) customers sometimes are low income because they have mental disabilities and those customers in particular have difficulty understanding the system.

Do NOT give any token as change to any customer. Tokens can only be turned into the information table. Once you receive a token you can ONLY turn it in to the information desk. You cannot use it as change for a customer or to buy anything from another vendor.

You are responsible for making sure everyone selling at your table knows the rules.