

# 2020 Rogers County Farmers Market

## Vendor Application

Business/Farm Name: \_\_\_\_\_

Primary Contact Name: \_\_\_\_\_

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

\_\_\_\_\_

Farm or Site Address: \_\_\_\_\_

\_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

### Inclement Weather Policy

The Rogers County Farmers Market may be closed if severe weather is in the forecast for Claremore during market hours. Please stay tuned to local weather stations for severe weather information. We will post closings on Rogers County Farmers Market Facebook page as well as a text sent to all the vendors. A final decision concerning closure of the market will be made by the Farmers Market managing entity. **Vendors will not be permitted to set up their booths if the market has been closed.**

### Fees & Permits

The weekly vendor fee for the Rogers County Farmers Market is \$5.00. If paying for the entire season in advance you will receive a discount of \$10.00 for a total of \$120.00 due on May 2, 2020 made payable to Rogers County Farmers Market. Checks, cash or credit cards will be accepted. Fees are non-refundable for any reason.

The Rogers County Farmers Market works in conjunction with the Rogers County Health Department and the Oklahoma Department of Food, Forestry and Agriculture (ODAFF) to regulate sales of food products. If you need information on any licensing you may need please let us know and we can point you in the right direction.

All vendors, unless exempt, are required to submit a copy of their Oklahoma State Tax Commission permit, please contact Oklahoma State Tax Commission at 405-521-3279 for more information. If exempted, please provide exemption letter. Vendors are also required to provide a copy of a government issued ID.

## Market Dates

The Rogers County Farmers Market is open every Saturday from 7 a.m. to 11 a.m. from May 2, 2020 – October 31, 2020. If you will not be participating every week, please attempt to let the market manager know ahead of time.

**Anticipated Dates of Participation:** Full Season \_\_\_\_\_ Partial Season \_\_\_\_\_

## Products

All products must be 100% Oklahoma-grown, raised, or produced by the vendor or other Oklahoma source. Vendors may purchase up to 30% of their products from any Oklahoma source for resell on their table. If you plan to sell items that you did not grow personally, it must be listed on your booth and a proof of purchase must be presented to the market manager. No products from out of state will be allowed. Limited craft vendors will be accepted. Any new items not disclosed on the vendor application should be discussed with the market manager prior to offering for sale. Limited booth space will be available inside the Museum of History for climate sensitive products. This year the market will be doing random farm/site visits throughout the year to verify the products are being locally grown and to have further discussion on ways the market can better serve you.

Please list the products you plan to sell below and notate if you are purchasing from another source.

[illegible]

Purchased from another source? Yes \_\_\_\_\_ No \_\_\_\_\_

Climate Sensitive Products? Yes \_\_\_\_\_ No \_\_\_\_\_

**Please list any additional needs you may have or things you would like the market manager to know.  
Limited electric is available, please let us know if you would need access to electric:**

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### What to Expect

Once your application has been received the Rogers County Farmers Market Committee will review your acceptance into the market and **assign a booth location**. In the event a vendor will not be at the market, the managing entity will adjust where vendors will set up for that day to ensure there are not empty spaces. Once accepted, the committee has the right to dismiss any vendor at any time for violating rules and regulations.

If you have been accepted into the market, you will receive an email confirmation from the managing entity, Rogers County Farmers Market. The email will include further instructions upon your arrival to the farmers market. There will be a vendor meeting for all vendors before the market opens for the year to discuss this years market and what to expect.

Vendors are expected to be set up and ready for business by 6:30 a.m. and to stay until 11:00 a.m. If you sell out and leave early you must carry your products out of the market area, no vehicles will be allowed to enter or leave the market area between the hours of 6:30 a.m. to 11:00 a.m. **No vehicles will be allowed in the park area at any time.**

### S.N.A.P

The Rogers County Farmers Market has been approved and will be accepting S.N.A.P (the Supplemental Nutrition Assistance Program). The market manager will have a machine to accept S.N.A.P. and will then give a token to the customer. After each market the vendor will turn in the tokens with the market manager to be counted and cash will be given to the vendor at the next market. All vendors who have products which customers can use S.N.A.P. **must accept** the S.N.A.P. token that will be given to the customer by the market manager, **no cash can be given back** to the customer, please round to the nearest dollar. Products which can be purchased with S.N.A.P. include: any food items including honeys, jams and syrups, fruits and vegetables, breads and cereals, meat, fish and poultry, dairy products and food producing plants and seeds. **Please initial here agreeing to accept S.N.A.P. tokens.** \_\_\_\_\_

I have read and agree with the terms, conditions, and guidelines. If anyone other than the assigned vendor will be assisting my booth, I have informed them of the policies of the Rogers County Farmers Market. I understand that a vendor who violates the policies or guidelines will be asked to adhere to the rules with a verbal warning and might be asked to leave. I agree that the information I have provided regarding my products is true and correct.

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Vendor Signature

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Date

For questions or concerns, please contact Rogers County Farmers Market Director, Reighly Hendrix at 918-693-2326 or 918-343-2530 or by email reighly.h@volunteersforyouth.com

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**Rogers County Farmers Market Use:**

Accepted: Yes \_\_\_\_\_ No \_\_\_\_\_

Booth Location: \_\_\_\_\_

Paid: \_\_\_\_\_ Number of Weeks: \_\_\_\_\_

Check or Cash: \_\_\_\_\_ Check #: \_\_\_\_\_

Tax Exempt: Yes \_\_\_\_\_ No \_\_\_\_\_

Notes: