



Vendor Packet

FARMERS MARKET

WEDNESDAYS 4 TO 7 PM UINTA DRIVE

Vendor Registration -- 2014

Business Name: _____ Contact Person: _____

Address: _____

Telephone Number: _____ Email Address: _____

Merchandise Description: _____

Space Required (Do you work from your vehicle, or just have a table, tent, etc.?) _____

Do you require electricity? _____

Dates Attending Market: ___ July 9 ___ July 16 ___ July 23 ___ July 30 ___ August 6

___ August 13 ___ August 20 ___ August 27 ___ Sept 3 ___ Sept 10

(Notify market staff as soon as possible if your schedule changes.)

I acknowledge that I have read and will comply with the attached Green River Main Street Farmers' Market Rules and Regulations. I understand that it is my responsibility to provide a quality product and to comply with all pertinent local, state, and federal laws and regulations regarding the growing, production, processing, or sale of my products. Violation of the market rules and other applicable local, state, or federal laws may result in my expulsion from the market. If I feel that product liability insurance is necessary, I will obtain this insurance at my own cost.

Vendor Signature: _____ Date: _____

Please **mail this form** to Green River URA/Main Street Agency, 50 E. 2nd North, Green River, WY 82935 OR **fax** it to 307-872-0566 Attn: Green River Main Street or **email** it to jmelvin@cityofgreenriver.org

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Green River URA/Main Street Agency Farmers' Market Rules and Regulations

The Green River URA/Main Street Agency has organized a farmers' market for the citizens of Green River. The objectives of the market include the following:

- Provide fresh produce and farm products to the City of Green River on a regular basis.
- Encourage the growing and sale of locally grown or produced products.
- Provide a venue for local vendors (e.g., gardeners, crafters, artists, restaurants).
- Enhance a feeling of community.

Time and Place of Market

The market will operate every Wednesday from 4-7 pm starting the July 9th continuing through September 10th, 2014. The market is located on Roosevelt Avenue off of Uinta Drive, between the Skate Park and the Flaming Gorge Harley-Davidson Store.

What Can Be Sold

Products sold at the market must be grown, produced, or processed by the vendor or brought directly from the producer.

Raw agricultural products: This category includes fruits, vegetables, flowers, bedding plants, and potted plants.

Processed Foods and Other Agricultural Products: This category includes: Processed products such as cheese, oils, vinegars, honey, canned goods, baked goods, soap, and herbal preparations. Fresh products such as eggs, beef, game meat, etc.

Crafts and Original Artwork: Crafters and artists may obtain a space at the farmers' market to sell crafts and artwork that they have created.

Priority will be given to farmers and vendors with farm products. *No resale, rummage sale, or flea market type items will be allowed.*

Space Assignment and Setup

The market manager will check in all vendors on market day and direct them to assigned spaces. (Market managers will place vendors without assigned spaces in the remaining available spaces.) Market set up is from 3-4 pm. The market managers reserve the right to refuse late arrivals. For safety reasons, early take down and departure before closing time will not be allowed. Exceptions may be made in case of emergency and at the discretion of the market managers.

Vendors will be responsible for and agree to provide all necessary equipment for their spaces including the following:

- Tables, chairs, shade canopies (as necessary)
- 50 lb. weights and ratchet straps are required for all tents, canopies, and similar structures (Vendors will not be allowed to set up tents, canopies, and similar structures without these items.)

Fees

No vendor fees will be required for the 2014 Farmers' Market Season.

Vendor Staffing

The Green River Main Street Farmers' Market will not recruit or provide workers to assist a vendor with set up, sales, or clean up at the market. The vendor is responsible for providing/acquiring their own labor. The Green River Farmers' Market will provide local labor resource information only.

Miscellaneous

Vendors will be neat, suitably dressed, and deal with the public and fellow vendors in a courteous and appropriate manner.

All vendors will display their products neatly and attractively. Product prices will be clearly displayed. The name and the address of the vendor will be clearly displayed.

Vendors must remove unsold products and clean up their space prior to leaving the market.

Vendors must comply with any governmental regulations that may be in effect for activities that take place at the market. These include certification of scales, health rules applicable to sampling and food displays, statement about being organically grown, labeling requirements, etc.

(Resources regarding applicable laws and regulations are included below.)

No alcoholic beverages may be sold.

No political or religious promotion is allowed.

Resources

Food Licenses – Temporary and Permanent

Paul Ng
Sweetwater County Board of Health
550 Uinta Drive
Green River, WY 82935

State of Wyoming Regulations

State Department of Agriculture
Consumer Health Services

Food Safety and Labeling Scale Licensing and Inspections

Shawn Moore 307 789-3645,
Justin Caudill 307 382-6059

Tax Requirements

Jackie Lavake
State of Wyoming, Revenue Department
Sales Use Tax Field Office Rock Springs
307 382-4531

Green River Main Street Farmers' Market Contacts

Jennie Melvin
Green River URA/Main Street Administrator
307-872-6141
jmelvin@cityofgreenriver.org

Robert Berg
Green River URA/Main Street Board Chair
rberg@greenrivermainstreet.org

Tiffany Arns
Green River URA/Main Street Board Member
tarns@greenrivermainstreet.org