



MARKET REGISTRATION PROCEDURE

Make sure every applicant gets entire packet, regardless of what they wish to sell . . . They can remove any unneeded items from their packet and leave on table for us to reuse. The packet includes:

- 2017 Registration Form
- Rules and Regulations of the Markets
- WIC FMNP Application
- Vendor Checklist
- Tips from a Vendor
- Requirements for Selling Eggs
- Requirements for Selling Cottage Foods
- Selling Honey
- Sales Tax Information



✓ **Each application turned in must have:**

- **Registration Form**, filled out completely and signed by vendor (especially location of farm, i.e. where the produce is grown for a grower or where the kitchen is located for a cottage food vendor).
- **Page 5 of the Rules and Regulations**, signed by the vendor.
- **WIC FMNP Farmer Application** filled out completely and signed by grower unless grower does not wish to participate in the WIC FMNP . . . Double check that registration form indicates whether grower does or does not want to participate).

✓ **Provide to each applicant:**

- **Receipt**, making sure the receipt number is on the registration form (and vouchers)
- **3 Vouchers to each day vendor**, filled in with grower name and receipt number/date. Let them know they may use the vouchers at any of the three markets, but they must not lose the vouchers . . . If they forget their voucher or lose it, the day fee is \$5.

✓ **Let each vendor know how much we appreciate them and who to contact if they have any questions (Market Managers are listed on the brochures). The embroidered aprons will be available opening day at each market.**