

# 2021 Ashley Valley Farmers Market Vendor Registration



## Required \*

Have you sold at the AVFM before? \* \_\_\_\_\_ Yes \_\_\_\_\_ No

## Responsible Party \*

Please list the person's full name who will be responsible for the booth as well as any tax documents, certifications or other matters pertaining to the booth rental space.

\_\_\_\_\_

## Booth Operator(s) \*

Please list full names of all people who will be working at your booth this summer and their relation to you as the booth renter.

## Booth Name\*

List the name the booth will be displayed as: \_\_\_\_\_

Business I.D.\* # \_\_\_\_\_ OR Driver License\* # \_\_\_\_\_

This information is needed for tax purposes. You will be provided and are responsible for completing a special event tax return form for your market activities.

Responsible Party Contact Phone: \* \_\_\_\_\_

Responsible Party Contact Email: \* \_\_\_\_\_

A valid email is required for contact. Email is the main contact method used by the market so please look for all information from us in your email box.

## Responsible Person's Street Address or PO Box \*

Street/ PO Box \_\_\_\_\_

City \* \_\_\_\_\_ State \* \_\_\_\_\_ Zip Code \* \_\_\_\_\_

Do you have a website for your products? If so, please list. \_\_\_\_\_

## What kind of vendor are you? What will you be selling? \*

Please refer to the vendor page on the website ( [www.avfarmersmarket.com](http://www.avfarmersmarket.com)) for complete descriptions and requirements. Keep in mind that all vendors are required to supply the necessary certification and any other proper documentation to the market before they may sell. **RESELLING retail products (Mary Kay, Paparazzi, Scentsy, etc.) is not allowed at this market.**

- Grower/Farmer
- Arts and Crafts
- Dairy
- Soaps, Lotions, and Cosmetics
- Eggs
- Meat
- Honey
- Homemade Foods (Cottage Rule, Certified Kitchen)
- Informative
- Other Foods (Commercial or Use of Commercial Kitchen)
- Homemade Food (Home Consumption, Uncertified Kitchen)

**Electricity \* The use of Generators is not permitted.**

Do you need electrical outlet access? (You must bring your own cords) \_\_\_\_\_ Yes \_\_\_\_\_ No

The market dates are listed below. Please circle which dates you would you like to sell at. \*

Keep in mind that if you sign up for your desired market dates before **March 31st**, you are eligible for a **50%** reduction on your booth fee for the year.

In addition, **if you sign up after April 1st but before May 31st**, you are eligible for a **25%** reduction in your total booth fees. Only the market dates paid for at that time are eligible. After **May 31st (Memorial Day)**, the prices are fixed at \$8 for farmers/growers \$10 for non-farmers/growers (art/craft) or mixed or combination vendors. There will be **no refunds** on booth fees for crop failure or weather damage. **The ONLY provision for refund is if the COVID19 i.e. Coronavirus state of emergency is still in place.**

- July 3rd
- July 10<sup>th</sup>
- July 17<sup>th</sup>
- July 24<sup>th</sup>
- July 31st
- August 7<sup>th</sup>
- August 14<sup>th</sup>
- August 21st
- August 28th
- September 4<sup>th</sup>
- September 11<sup>th</sup>
- September 18<sup>st</sup>
- September 25th

**Booth Location Preference: Choice 1** \_\_\_\_\_ **Choice 2** \_\_\_\_\_ **Choice 3** \_\_\_\_\_

Please list if you have special access needs. Keep in mind that we will do our best to honor your wishes. Also, keep in mind that shade in the park will be extremely limited so it is **STRONGLY** recommended that you provide your own shade canopy or umbrella etc. A map of the market with booth locations is available for viewing on the website; ([www.avfarmersmarket.com](http://www.avfarmersmarket.com))

**Important note:** Those signing up first, and for more than 7 markets, will have first preference on booth location.

**No staking of canopies**, this is to prevent damage to the underground electrical and water systems. You are responsible if you damage county water/electric lines. It is strongly recommended that you weigh your canopy's down to reduce the chance of wind damage. You are responsible if your equipment causes damage to another's property. Also, vendors selling items under the Homemade Food / Home Consumption, Uncertified Kitchen category must be located separate from other food vendors which offer inspected food items for sale.

The Ashley Valley Farmers Market reserves the right to ban/refuse booth space due to non compliance with market rules/regulations or repeated conflicts with other vendors or market personnel.

**Payment and Permits....** Payment needs to be sent to or c/o Vernal Area Chamber of Commerce, 134 W Main St., Vernal, UT, 84078 with Ashley Valley Farmers Market in the memo line of the check.  
OR given to the farmers market representative. Once payment is received, your application will become valid. You must send payment before the required dates to get the full discounts. You may always sign up later for alternative dates in the market however, your preferred location may not be guaranteed on those added dates.

- I will mail payment to Ashley Valley Farmers Market c/o Vernal Area Chamber of Commerce, 134 West Main St., Vernal, UT 84078 (payments must be received by **March 31st to get the 50% off discount.**)
- If I require any permits, I will email copies to [avfarmersmarket@gmail.com](mailto:avfarmersmarket@gmail.com) or I will mail them to the above address. I understand that all permits are due before I can sell at the market.

I understand that I will be responsible to obtain all necessary permits from the local health department and/ or USDA or the Utah Department of Agriculture. I also understand that the "Ashley Valley Farmers Market" will provide all documentation needed for submitting to the Utah State Tax Commission (this is required by all vendors although farmers/growers do not need to tax themselves but must turn in the documentation nevertheless.) I have read and understand the information on the Ashley Valley Farmers Market website ([avfarmersmarket.com](http://avfarmersmarket.com)) regarding vendors, certifications etc. I also have read through the Policies and Procedures document listed on the vendor webpage site. My signature below indicates that I agree to abide by the policies and procedures of the "AVFM", including but not limited to those regarding setup of the market, take down, cleanup and sales procedures. By failing to comply with the policies and procedures, I understand that I may jeopardize my participation with the Ashley Valley Farmers Market and could possibly incur fines from the local food and health agencies.

Acceptance of Terms: Please sign space below. \*

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**For AVFM use only:**

Total Price for application: \_\_\_\_\_ minus discount of \_\_\_\_\_% = \_\_\_\_\_ **total owed.**

Payment type: (circle one)      check      cash

If by check, check #: \_\_\_\_\_

Total payment amount: \_\_\_\_\_

Date and time of application: \_\_\_\_\_

Notes:

Please make sure the vendor retains this page along with receipt for payment.

# Welcome AVFM Vendor!

The purpose of this page is to provide you with a reminder of some of the most important rules and guidelines related to our market.

1. Please no staking of canopies. There are water and power lines buried underground. Uintah county, the owner of the commons, has emphasized they **do not** want vendors to secure canopy's by staking. **Please** utilize some method of weighting to provide securement.
2. Make sure you provide us with either your **business tax i.d. or driver's license number**. Revenue from products sold at the market may be subject to sales tax. Payment is also your responsibility.
3. The use of generators is **prohibited**. If you need electricity, make this known and we will try to accommodate you. The power system in the commons is quite meager. You are responsible for providing your cords and for any damage you do to the parks power grid.
4. Please clean up any trash around your booth area. Let's all work together to keep the commons area clean.
5. Please understand **you are responsible** for obtaining any permits you might need to conduct your business i.e. food handlers permit, business license etc.
6. **No sale or giveaways** of live animals i.e. puppies, rabbits, etc.
7. We do not have access to an ATM, nor do we have the ability to make change.
8. Gentle reminder, no franchise vendors i.e. ( Mary Kay, Pampered Chef) and no resale of other artists works.
9. The purpose of our market is to create a friendly atmosphere. Let's all strive to do our part to achieve this.

Vendor, please keep this as a reference and we wish you success this market season.