



ROSEDALE FARMERS MARKET, INC.

2011 Vendor Guidelines

- 1) All items sold at the Rosedale Farmers Market (RFM) must be grown, baked and produced by the vendor or its family. Vendors may, at the discretion of the Market Administrator, furnish for sale consignment products from local growers. Consignment is limited to 15% of vendor offerings and vendor shall notify Market Manager of the actual name and address of the producer.
- 2) RFM is for local growers in Kansas and Missouri. Locally produced means farms within 200 miles of Kansas City.
- 3) Vendors and producers shall practice sustainable growing practices and pursue totally organic methodology. Your application must detail your growing practices and your farm must be open for review by the Market Manager.
- 4) Vendors shall be responsible for their own retail sales taxes, insurance and other permits or licenses, if such are required, by Kansas Department of Agriculture.
- 5) Vendors shall complete an application for participation. They agree to be present for 75% of the market days, with advance notice to the Market Administrator regarding absences. A temporary vendor application for less than 75% participation may be approved at the discretion of the Market Manager.
- 6) Vendors shall pay a stall fee of \$5.00 per day. Stalls are 10' X 10'. If vendors want two or more stalls please indicate this on the application. Stall assignments will be made by the Market Administrator.
- 7) All vendors agree to accept RFM TOKENS as furnished by RFM to customers, SNAP program participants and Senior Farmers Market Nutrition program participants; and agree to fully participate in the Beans and Greens program. Vendors will redeem tokens at the end of each market day and will be reimbursed at that time.
- 8) All sales shall take place during the market hours. Set up should be completed 15 minutes before the market opening and remain up until closing. The market hours are 12:00 pm until 3:00 pm each Sunday May 1, 2011 through September 25, 2011.

- 9) RFM will coordinate special promotions, events, cooking demonstrations, nutrition classes and festivals to encourage attendance. Advertising costs, if any, will be approved in advance by vendors. Bumper crops may receive special advertising.
- 10) Vendors must familiarize themselves with “Rules and Regulations” for Farmers Markets in Kansas (Kansas Rural Center) (Pub. MG 10C.2) and view the SNAP video.
- 11) RFM is responsible for handling the accounting and token distribution for the SNAP, Greens and Beans Program, EBT-Debit transactions and Senior Farmers Market Nutrition Program.
- 12) Prepared food vendors may offer freshly made food for sale and consumption at the RFM. Prepared food vendors shall use locally produced ingredients and display all required state or local permits or labeling when selling at the market. The Market Manager will review applications of the prepared food vendors.