



## Rosedale Farmers Market Seeks Vendors for the 2019 Season

The Rosedale Farmers Market is seeking vendors for our 2019 season! We are seeking primarily food vendors, but other types of vendors are welcome to apply.

We have two markets that serve the Rosedale neighborhood in Kansas City, KS. **Our primary market is held at 4020 Rainbow Blvd. on Sundays from 9:00 a.m. – 1:00 p.m., May 19 – September 29.** The KU Medical Center Market is located at 2100 W. 39<sup>th</sup> Ave. and operates 3:30-5:30pm on June 12, June 26, July 10, July 24, Aug. 7 and Aug. 21. The mission of our market is to create a low-cost, accessible place for Rosedale residents to learn about and purchase healthy food.

In accordance with our mission, the Rosedale Farmers Market participates in the Double Up Food Bucks program, which doubles all Senior Farmers Market Nutrition Program (SFMNP) and EBT/SNAP transactions. The Market will be a distribution site for SFMNP vouchers.

**Vendor requirements: all food must be grown or produced within 200 miles of Kansas City by the vendor or their family. Consignment goods must make up less than 15% of goods sold.**

All applications will be reviewed by the Rosedale Farmers Market Board. A farm or site visit will be required. Vendors can pay the \$10/day stall fee or pay for the entire season (Sunday Market - \$150, KUMC Market - \$55, or Both Markets - \$168).

Please find the vendor guidelines and application attached. Send all applications and inquiries to: [info@rosedalefarmersmarket.com](mailto:info@rosedalefarmersmarket.com).

We look forward to hearing from you!  
The Rosedale Farmers Market Board



## Rosedale Farmers Market 2019 Vendor Guidelines

- 1) All items sold at the Rosedale Farmers Market (RFM) must be grown, baked and produced by the vendor or his/her family. Vendors may, at the discretion of the Market Manager, furnish for sale consignment products from other local growers. Consignment is limited to 15% of vendor offerings and the vendor shall notify Market Manager of the actual name and address of the producer before placing the items for sale. All consignment goods should be labeled accordingly.
- 2) RFM is for local growers in Kansas and Missouri. Locally produced means products from farms or gardens within 200 miles of Kansas City.
- 3) Vendors and producers shall practice sustainable growing practices and pursue 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 any required permits or licenses, in accordance with the requirements of the Kansas Department of Agriculture. Vendors will comply with all applicable business, health, tax and other laws and regulations.
- 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 Manager 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 (see Vendor Application for full season and single day rates). Stalls are one parking space. If vendors want two or more stalls please indicate this on the application. Stall assignments will be made by the Market Manager.
- 7) All vendors agree to accept Rosedale Farmers Market tokens that are given to customers participating in Double Up Food Bucks (DUFb), the Supplemental Nutrition Assistance Program (SNAP) and the Senior Farmers Market Nutrition Program (SFMNP). They agree to fully participate in the Double Up Food Bucks program. Vendors will redeem tokens at the end of each market day and will be reimbursed at that time. Only the Market Manager can double SFMNP vouchers, SNAP, or other government nutrition aids.
- 8) All sales shall take place during the market hours. Set-up should be completed 15 minutes (with cars moved out of main driveway) before the market opening and remain up until closing. Vendors will observe areas designated for customer parking. **The Sunday Market operates 9:00 a.m. – 1:00 p.m. each Sunday beginning May 19, 2019 through Sept. 29, 2019. The KU Medical Center Market operates 3:30-5:30pm on June 12, June 26, July 10, July 24, Aug. 7 and Aug. 21.**

- 9)** RFM will coordinate special promotions, advertising of bumper crops, events, cooking demonstrations, nutrition classes and festivals to encourage attendance. Advertising costs that might be incurred by vendors, if any, will be approved in advance by vendors.
- 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 SNAP, Double Up Food Bucks, 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 when possible 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.
- 13)** The Rosedale Farmers Market intends to create a welcoming and hospitable atmosphere for vendors, customers, and the community at large. As a vendor at the Market, you are expected to help create this hospitable atmosphere.
- 14)** Smoking is not allowed within the parking lot where the market is located. Vendors may step outside the parking lot to smoke.



# Rosedale Farmers Market 2019 Vendor Application

Please return the application and vendor fee to:

Rosedale Farmers Market, 1403 Southwest Blvd, Kansas City,  
KS 66103, or email to [info@rosedalefarmersmarket.com](mailto:info@rosedalefarmersmarket.com)

## I. Vendor Contact Information

Business Name: \_\_\_\_\_

Vendor Name: \_\_\_\_\_

Farm Address: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

E-mail: \_\_\_\_\_

Web address: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Other markets and direct marketing sales in which you participate:

\_\_\_\_\_

## II. Vendor Type

Please select your primary vendor category:

Producer     Value Added     Prepared Food     Other

Please break down your product offerings by percentage:

\_\_\_\_\_ % Produce    \_\_\_\_\_ % Fruit    \_\_\_\_\_ % Baked Goods    \_\_\_\_\_ % Meat  
\_\_\_\_\_ % Honey    \_\_\_\_\_ % Nuts    \_\_\_\_\_ % Cut Flowers    \_\_\_\_\_ % Nursery Plan  
\_\_\_\_\_ % Prepared Food    \_\_\_\_\_ % Value Added

Please describe your growing and production practices:

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All products and food you sell at the Rosedale Farmers Market must be grown or produced by you, unless you obtain special permission in advance from the Market Manager to sell specific items.

What is the size of your production center?

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Diagram your farm operation:

Are you Certified Organic? \_\_\_\_\_ Yes \_\_\_\_\_ No  
 Are you Certified Naturally Grown? \_\_\_\_\_ Yes \_\_\_\_\_ No  
 Do you have any other certifications/recognitions which you would like to share?  
 (Senior Farmers Market Nutrition Program, awards, Kansas Agritourism, etc.)

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**III. Vendor Fees**

<b>Sunday Market (20 weeks)</b>	<b>KUMC Wed. Market (6 weeks)</b>	<b>Both Sunday and KUMC Market</b>
*Full Season - \$150 Single Day - \$10/day	*Full Season - \$55 Single Day - \$10/day	*Full Season - \$168 KU Market Single Day - \$3/day (discount for Sunday vendors)

\*can be paid upfront or in installments

The Rosedale Farmers Market operates every Sunday 9:00 a.m. – 1:00 p.m., May 19 - Sept. 29, 2019. It is located in the Commerce Bank parking lot at 4020 Rainbow Blvd., Kansas City, KS.

The KU Medical Center Market operates 3:30 p.m. – 5:30 p.m. on June 12, June 26, July 10, July 24, Aug. 7 and Aug. 21. It is located next to Dykes Library at 2100 W. 39<sup>th</sup> Ave., Kansas City, KS.

**Circle the market(s) that you are interested in selling at:**

Sunday Market

KUMC Wednesday Market

**Total Due:** \_\_\_\_\_

**Checks can be made payable to Rosedale Farmers Market.**

**IV. Insurance & Permits**

**Do you currently have commercial liability insurance? \_\_\_\_\_ Yes \_\_\_\_\_ No**  
*(I understand that the Rosedale Farmers Market does not carry any insurance to cover individual participants and that it strongly encourages vendors to have commercial liability insurance. Please contact the market manager for more information.)*

**Do you have a KDOR Retail Sales Tax certificate? \_\_\_\_\_ Yes \_\_\_\_\_ No**

**Please send your application and vendor fee to Rosedale Farmers Market, 1403 Southwest Boulevard, Kansas City, Kansas 66103.**

**Please include a copy of licenses/permits, certifications or other contractual agreements pertinent to the products you want to sell at the market.**

I acknowledge and agree to take full responsibility for all my activities in the market (and for those assisting me) throughout the term of this season's market (May 19 – Sept. 29, 2019). I agree to hold Rosedale Farmers Market harmless for any claims (including costs, attorney fees and liabilities incurred) that arise from my actions and activities as a vendor at any RFM Sunday or Wednesday markets.

I agree to let the Market Manager and/or designee to visit my farming operation and inspect my garden, farm or production area within 48 hours of their request for purposes of determining compliance to vendor guidelines.

I agree to abide by the Rosedale Farmers Market Guidelines and the rules and regulations contained therein. I certify that the information contained in this application is true and accurate.

**Name of Business:**

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**Vendor's Signature:**

**Date:**

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