

**Anacortes Farmer's Market Member/Guest Contract 2009**

Name \_\_\_\_\_ Phone # \_\_\_\_\_  
Business Name \_\_\_\_\_ UBI # \_\_\_\_\_  
Address \_\_\_\_\_  
Email \_\_\_\_\_  
Do you prefer to be contacted via email, phone or snail mail? \_\_\_\_\_  
I tems to be sold \_\_\_\_\_  
How many years at the market? \_\_\_\_\_ Special Needs (i.e., electricity, water, shade)? \_\_\_\_\_

*Please specify the category that generates 75% of your sales:*  
\_\_\_\_\_*Producer/Grower* \_\_\_\_\_*Processor* \_\_\_\_\_*Crafter* \_\_\_\_\_*Prepared Food* \_\_\_\_\_*Other*

**Producer/Grower:** Raises produce, herbs, flowers and/or nursery stock. Includes  
Beekeepers, farmed fish, shellfish, etc.

**Processors:** Offers products that have added value through "hand on" processing.  
Includes meats, seafood, cider, baked goods, jams, jellies, cheese, etc.

*(All processors must comply with all pertinent City, County, State and Federal regulations.)*

**Crafter:** Makes the products offered themselves by hand.

**Prepared Food:** offers freshly made foods for immediate consumption. Food Vendors must possess and maintain all required City, County and State Permits and comply with all Health regulations.

**Other:** Products/services that are still handmade and/or homegrown that do not fit into any of the above categories.

\*\*\*I understand that membership is a privilege extended to those vendors meeting published guidelines laid out by the Washington State Farmers Market Association (WSFMA).

\*\*\*I agree to abide by local policies as defined by the Operating Guidelines of the Anacortes Farmers Market, which have been approved by the membership.

\*\*\*I understand that a Uniform Business Identifier (UBI) issued by the state is required in order to sell at the AFM.

\*\*\*I understand that all members and guests are required to have a job that helps with the set-up or break down of the market. All vendors are responsible for cleaning up all litter and debris from their space.

\*\*\*I understand that my booth is to be set up by 9am and cannot be broken down until 2pm.

Membership does not in itself ensure assigned spaces, however, whenever possible spaces will be granted by the Market Manager with consideration given to the good of the market as a whole.

We strongly recommend that if you sell products which may have an inherent risk, you avail yourself of such coverage.

If you wish to erect a canopy, it must be safely secured with anchors AND weights for the entire time that it is set in place. Failure to do so will result in an order from the Market Manager to remove and/or dismantle such covering. You may continue to operate without such covering at the discretion of the Market Manager, provided such operation does not violate any applicable regulations.

**I have read, understood and agreed to comply with the above conditions:**

Vendor Signature \_\_\_\_\_ Printed Name \_\_\_\_\_

Fee Paid \_\_\_\_\_ Received by \_\_\_\_\_ Date \_\_\_\_\_

**Anacortes Farmers Market**  
**Vendor Agreement for EBT/Credit/Debit Program**

The Anacortes Farmers Market is implementing a new credit/debit/EBT (food stamp) program. The market's goal, with you as partners, is to provide a value-added revenue source for the vendors and to offer fresh fruits and vegetables to low-income families who receive food stamps. In addition, because we are combining this technology with credit/debit services, we feel confident that the Anacortes Farmers Market can increase the overall vendor sales with the current average daily crowd count of the market.

For consistency in the program and clarity for the market customer, the Board requires that *all* vendors participate in the program. Customers will purchase EBT/credit/debit tokens at the Market Information Table. They will use tokens to purchase your products. We expect that all vendors will benefit as if they have individual wireless EBT/credit/debit machines, yet vendors will not have any of the additional bookkeeping tasks or expenses that would require.

EBT Tokens will be in the amount of \$1. Only food vendors who fit into the USDA categories below may accept these tokens. No change will be given for the \$1 token. Debit/Credit Tokens will be in the amount of \$5. The Debit/Credit Card Tokens may be accepted by all vendors. Vendors are allowed to give change for no more than \$4.99 per customer. If the customer wishes to exchange his/her tokens for cash, he/she must do so at the Market Manager Booth. The Debit/Credit Card Program is a service to the Anacortes Farmers Market Vendors. A Debit/Credit fee in the amount of 3% will be deducted from the total amount returned by the vendor. Vendors will be reimbursed on the following Saturday (or sent via mail, if necessary).

To help ensure the success of this program, the market will promote it in a variety of ways including market signage, press releases, in our monthly advertising and through other, non-traditional means. All revenues and expenses of the program will be reviewed each year for its value to the market, the farmers and to the community.

Due to Federal Regulations of the Food Stamp Program, we are asking vendors to sign this agreement to assure that they are aware of the rules of the program. We see this program as a joint responsibility.

I, \_\_\_\_\_ on behalf of my business, \_\_\_\_\_ agree to abide by the rules described herein as they relate to the processing Food Stamp and Debit transactions. I/we agree to follow all USDA Food Stamp Program rules, as outlined on the bottom of this agreement. I/we understand that the Market Steering Committee has the right to remove vendors from the market who do not comply with these rules.

\_\_\_\_\_  
Vendor (Date)

\_\_\_\_\_  
DBA or Business Name Market Manager / Market Board Chair (Date)

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**USDA FOOD STAMP PROGRAM RULES**

Food Stamp Benefits (EBT) CAN be used to buy:

§ Fruits, vegetables, eggs, meats, fish, poultry, dairy products, seeds and plants intended for growing food.

Food Stamp Benefits (EBT) can NOT be used to buy:

§ Non-food items

§ Ready to eat foods or hot foods.

You may NOT set a minimum purchase requirement. NO cash can be given as change for Food Stamp tokens. Change can be given for credit/debit tokens.

**PREPACKAGED FOOD VENDORS:** Food Stamp Customers CANNOT purchase with Food Stamps any prepared or hot food items that are intended to be eaten on site.