

Historic Folsom Farmers Market Vendor Application

• **Vendor Information:**

- Name \_\_\_\_\_
- Business Name \_\_\_\_\_
- Address \_\_\_\_\_
- Email \_\_\_\_\_
- Phone Number \_\_\_\_\_
- Social Media handles \_\_\_\_\_

• **Product Description**

- A list of items to be sold \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Farmers list certified produce \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Crafters list handmade items \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

• **Permits & Licenses:**

- *Certified Farmers:* Certified Producer’s Certificate, Organic Certificate.
- *Food Vendors:* Health Department Permit.
- *All Vendors:* Seller’s Permit and Business License.
- *Insurance listing Sierra Oak Farms LLC*

• **Logistics:**

- Preferred market dates \_\_\_\_\_
- Booth size requirements \_\_\_\_\_
- Electricity needs \_\_\_\_\_

• **Agreements:** Signature accepting the rules, safety requirements, and fee structure.

- SOF Markets and members assume no responsibility for any loss, damage, injury, or claims arising out of participant’s acts or omissions in or during Folsom Historic District Farmers Market. Please see rules ETC attached.
- Sign and print return in person or email to [Info@SOF-Markets.com](mailto:Info@SOF-Markets.com)

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

(Vendor Manager)

– GENERAL MARKET GUIDELINES:

1. These rules are in effect for all farmers/vendors attending our Farmers Markets. By initialing each rule and signing this document, you are signifying that you understand the rules and are agreeing to abide by the rules. \*These rules will periodically change and the most recent version will be online, you are held accountable to the most recent version even if an older version is signed.

Initial: \_\_\_\_\_

2. When you attend our Farmers Markets, you must follow the laws and regulations of the appropriate Local County, State and/or Federal authorities. SOF Markets/ Sierra Oak Farms LLC and its officers and members do not condone any violation of laws even if purported to be done because of or in the interest of the market. For example, farmers/vendors must not block handicapped cut-outs on sidewalks, must not interfere with fire codes or violate traffic laws while setting up or for the duration of the market. Initial:

\_\_\_\_\_

3. ALL MARKETS ARE HELD WEEKLY, RAIN OR SHINE. If you have been accepted to a market, your attendance is expected and required, even on rainy days.

Initial: \_\_\_\_\_

4. We reserve the right to replace a farmer/vendor in any other market if the farmer/vendor fails to attend other markets he/she is scheduled for or has been assigned. The assignment to the other markets will be given to those who also attend lower-volume markets, as we prefer to give preference to farmers/vendors who will work with us to build up markets.

Initial: \_\_\_\_\_

5. It is your sole responsibility and obligation to comply with the rules and regulations of the Department of Agriculture, the Department of Health and the Fire Department and any other government agencies having jurisdiction over the Farmers Market, the farmer/vendor, and SOF Markets. Neither the market nor SOF Markets or their employees, associates, agents or affiliates are responsible for any fines incurred by you at the market(s). Therefore, if the market, Sierra Oak Farms LLC or any of their employees, associates, agents or affiliates is fined for a violation you committed, you will be obligated to pay the fine or otherwise be subject to termination from the market.

Initial: \_\_\_\_\_

6. The market manager of the Farmers Market location reserves the right to exclude any vendor from selling items that are not approved by the market coordinator at the time of admission to the Farmers Market.

Initial: \_\_\_\_\_

7. All farmers and vendors must be pre-approved to participate in the Farmers Market. Admission to the Farmers Market is obtained by filling out an application which can be obtained by email – Info@SOF-Markets.com, or by calling 209.275.5593. In addition, you must provide all necessary and required permits, insurance, pictures and application fees. See Checklists for your specific requirements. Once these materials have been received, and if you are approved and if there is space in the market, you will be notified and given a date on which to start . Otherwise, you will be added to the waitlist.

Initial: \_\_\_\_\_

8. Hours listed for the Market are the times the market is open to the public. Arrival time can be between 2.5 hours prior to the market opening. Late arrival will result in being turned away for the day and payment forfeited.

Initial: \_\_\_\_\_

9. The market must be departed by 3PM. You will not stay beyond that time, if you or your employee stays beyond the final cut off time, you may be dismissed from the market.

Initial: \_\_\_\_\_

– INSURANCE, CERTIFICATES & PERMITS:

1. All farmers and vendors must carry the following annual insurance policies: General Commercial Liability, Comprehensive Bodily Injury, Property Damage, Fire, Product Liability and Worker’s Compensation insurance as per our insurance requirements before being placed in a market. Proof of insurance must be sent to our office once you are accepted and before you can participate in the Farmers Market. Upon acceptance to the Farmers Market, the following additional insureds (collectively, “ Additional Insureds” ) must be added to your insurance policy:

- Sierra Oak Farms LLC, FHDA, and their respective officers, directors, agents, servants, employees, divisions, subsidiaries, shareholders, partners, members, managers, affiliated companies, successors and assigns, AND

- The City of the Farmers Market location (e.g., City of Folsom, CA),

Initial: \_\_\_\_\_

\*For farmers with agricultural products

1. Each farmer must openly display an embossed copy of their certificate at their booth at all times during the Farmers Market and provide a copy of their certificate to the Market Coordinator. It is the farmer’s responsibility to keep this copy current with the Market Coordinator.

Initial: \_\_\_\_\_

\*For farmers with agricultural products:

2. Farmers who use a scale must have it checked, tested and sealed within the previous twelve (12) months from the County Department of Weights and Measures.

Initial: \_\_\_\_\_

\*For farmers with agricultural products:

3. Farmers must not sell any commodity at the Farmers Market that does not appear on their certificate or that is not of their own production unless covered under a second certificate. If there is a second certificate, both farm names must appear on the bottom of each certificate.

Initial: \_\_\_\_\_

\*For farmers with processed agricultural products

4. Farmers with processed agricultural products (juices, jams, etc.) must carry a certificate showing Health Department approval of their processing facility.

Initial: \_\_\_\_\_

\*For prepared and pre-packaged food farmers/vendors

5. For food farmers/vendors, you must obtain a Multi Event Vendor (MEV) from the Health Department for each market you participate in, or have a valid yearly permit from the Health Department on your truck or cart. You may not participate

in a market unless a Health Department Permit has been obtained prior to the start date. If you obtained a MEV, it must be renewed annually or every 90 days, depending on the type of permit obtained in order for you to remain in the market. You must provide a current copy of the MEV to the Market Coordinator each quarter and post a copy in your booth each week.

Initial: \_\_\_\_\_

\*For prepared food farmers/vendors

\*For craft, prepared food and pre-packaged food farmers/vendors

7. It is your sole responsibility to obtain a seller's permit for the sale of your products, give a copy of such seller's permit to the Market Coordinator and post a copy at your booth each week.

Initial: \_\_\_\_\_

– MARKET OPERATIONS:

1. Farmers/vendors who are scheduled to attend agree to follow the market manager’s instructions while participating in the market. If there is a disagreement or altercation with a market manager, a complaint may be made in writing to the Director of Coordinator describing such disagreement or altercation. While such a complaint is pending, the farmer/vendor shall be required to cooperate at all times with the on-site manager during the operation of the market. The telephone number of the Director of Coordinator is 209.275.5593.

Initial: \_\_\_\_\_

2. Designated hours of operation and farmers/vendors who participate must arrive early to set up in time for the opening of the market and must not leave the premises prior to market close.

Initial: \_\_\_\_\_

3. Each vendor is responsible for completely cleaning his or her work area at the Farmers Market. The area must be left in the exact same condition or better than the start. (The city and the retail stores are watching very carefully to see that we clean up the street and put it back to its original condition!) If any damage is caused by your team or yourself you will be solely responsible for reimbursement for damages.

Initial: \_\_\_\_\_

4. Farmers/vendors must remove any and all trash from the premises that they have accumulated during the Farmers Market. \$15 cleaning fee may be imposed.

Initial: \_\_\_\_\_

5. Each vendor is required to have the following “safety items” with them at every market on every day of attendance: min. 4 – 25 lbs. bags filled with sand or rocks and ties per tent.

Initial: \_\_\_\_\_