

2023 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 circle all categories that apply *

Please refer to the vendor page on the website (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)
- Food Truck

Electricity * The use of Generators is not permitted.

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

Vendor Booth Prices

Regular Prices: Farmer/Grower \$ 10/ market Arts & Crafts, All Others, \$ 15/market Food Truck \$30/market

Discount Program: A 30% discount is available on booth applications accompanied by payment from March 24th until April 30th. To be eligible for the discount you must **sign up and pay for at least 7 market dates.**

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

There will be **no refunds** on booth fees. This includes crop failure or weather damage.

- July 1st
- July 8th
- July 15th
- July 22nd
- July 29th
- August 5th
- August 12th
- August 19th
- August 26th
- September 2nd
- September 9th
- September 16st
- September 23th
- September 30th

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

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) **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 canopies 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 **will and must be located in a designated area** from other food vendors which offer inspected food items for sale. This area can be viewed on the market booth map located on our website.

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.

Special Access Needs: _____

Payment and Permits.... Payment needs to be sent to or c/o Vernal Area Chamber of Commerce, 134 W Main St., Vernal, UT, 84078. Checks should be made out to “**Vernal Area Chamber of Commerce**” with **Ashley Valley Farmers Market noted in the memo line of the check**. Payment may also be made to a farmers market representative (cash/check). **It is recommended you obtain a receipt if paying with cash**. Once payment is received, your application will become valid. Payment can be made with credit/debit cards only at the Chamber of Commerce.

You must send payment before the required dates to get the full discounts. You may always sign up later for additional dates in the market however, your preferred location may not be guaranteed on those added dates.

- I will take or 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 between March 24th through April 30th **30% off discount**. Must be for 7 or more market dates.
- If I require any permits, I will email copies to 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) 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.

Acceptance of Terms: Please sign space below. *

For AVFM use only:

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

Payment type: (circle one) check cash card

If by check, check #: _____

Total payment amount: _____

Date and time of application: _____

Notes:



Welcome **2023** AVFM Vendor!

Vendor, please keep this page with your payment receipt.

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. 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.
2. 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.
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. Also, only service animals will be permitted in vendors booths.
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.
10. At the end of the market season we are requesting that our vendors participate in a end of season survey. We utilize this process to obtain feedback and recommendations on how to improve the market.
11. During concurrent events (Craft show, River Festival) AVFM will not rent space to food truck vendors This is being done to avoid conflicts with the concurrent event.