



CENTRALIA FARMER'S MARKET 2022 VENDOR CONTRACT

Centralia Farmer's Market is a State of Washington as a non-profit corporation and, as such, does not discriminate against any member because of sex, race, or religion. Centralia Farmer's Market (CFM) adheres to the Washington State Farmers Market Association (WSFMA) Roots Guidelines. <https://wafarmersmarkets.org/wsfma-rootsmembereguidelines/>

We are located at Pine Street Plaza in downtown Centralia. 100 E Pine St, Centralia Wa, 98531.

As a participating member of the Centralia Farmer's Market, I agree to the following:

SECTION 1. CONTRACT INFORMATION

- A. **Annual dues are \$25 per year. Submit dues with application.** Dues are non-refundable and not prorated. Daily fee is \$10.00 up to \$150 in sales or 7.5% of sales. The market manager will collect this amount at the end of each market day.
- B. **Washington State Business License and any associated specialty licenses or permits are required. Submit with application.** Vendors are responsible to the state of Washington and any governing agency for any fees, taxes, licenses, or inspections required for the sale of products, and for any sales tax collected from customers.
- C. **Proof of liability insurance is required by all vendors. Submit with application.** Market coverage requires all vendors to name Centralia Farmer's Market as an additional insured for \$1,000,000 per occurrence.
- D. Market hours are 11:00AM-4:00PM. Vendors may begin setup at 10:00AM and must be cleared by 5PM. There is no selling prior to, or after, market hours. If you sell out of your product, place a sign stating such at your table. Early teardown is not allowed. See Manager for exceptions.
- E. **Canopy Weight Requirements.** The following is taken from WSFMA *Roots Guidelines for Member Markets* and is required to be included in all contracts, guidelines, handbooks or policies. "All vendors who wish to erect canopies (including umbrellas) on the Farmers Market site during a normal period of market operations, including the set up and break down period, are required to have their canopies sufficiently and safely anchored to the ground from the time their canopy is put up to the time it is taken down. Any vendor who fails to properly anchor his or her canopy will not be allowed to sell at the Farmers Market on that market day,

unless that vendor chooses to take down and stow their canopy and sell without it. Each canopy leg must have no less than 24# (pounds) anchoring each leg, and market umbrellas, 50#. Alternatively, canopies may be secured on grass or unpacked soil by steel auger anchors or spiral tent stakes of at least ½” thickness and 12 – 15” length, properly installed and secured. Non-spiraled, straight tent stakes are not an acceptable canopy anchoring system. Holding capacity of auger anchor systems is dependent on soil conditions and density and may not be adequate in rocky soils.”

- F. I will follow all USDA Supplemental Nutrition Assistance Program (EBT) rules. The Centralia Farmer’s Market has a credit/debit/EBT program. Our goal, with vendors as partners, is to provide alternate payment methods for customers in the form of debit and credit cards, to provide an additional revenue source for vendors, and to offer fresh, local food to community members who receive SNAP (EBT). For the sake of clarity and consistency, the market requires all vendors to participate in the program. Customers will purchase EBT/credit/debit tokens at the Market Manager’s Information Booth and will use tokens to purchase products directly from vendors.
- a. SNAP benefits CAN be used to purchase:
 - i. Fruits, vegetables, meats, fish, and poultry
 - ii. Eggs and dairy products
 - iii. Seeds and plants intended for growing food
 - b. SNAP benefits CANNOT be used to purchase:
 - i. Non-food items
 - ii. Ready to eat or hot foods, items intended to be eaten on-site.
 - c. Vendor may not set a minimum purchase requirement, nor may you give change for SNAP tokens.
- G. I will maintain my booth in a clean, safe manner. My display and signage will not hamper or impede other vendors or cause a hazardous situation for customers.
- H. I will abide by the decisions of the corporation and its agents. The Market Manager is the on-site representative of the Board of Directors, and as such, is empowered to deny access to or expel members who do not abide by the policy/rules of the market.
- I. See the 2022 Policy for further information.

Keep this page for your records!

Date Rec: _____
Fees Paid: _____
License Included: _____
Date Approved: _____

SECTION 2. APPLICANT INFORMATION

A. Vendors are classified into 1 of 6 types. Check the box that describes your business.

Producer	<input type="checkbox"/>	Processor	<input type="checkbox"/>	Reseller	<input type="checkbox"/>
Artisan/Crafter	<input type="checkbox"/>	Prepared Food	<input type="checkbox"/>	Miscellaneous	<input type="checkbox"/>

B. Give a detailed description of your product. Attach additional sheet if necessary. Include photos or example of your craft.

C. MARKET DATES FOR 2022: May 6 - Sep 30. Please check dates you will attend.

May 06	June 17 _____	July 29 _____	September 02 _____
May 13 _____	June 24 _____	August 05 _____	September 09 _____
May 20 _____	July 01 _____	August 12	September 16 _____
May 27 _____	July 08 _____	August 19 _____	September 23 _____
June 03 _____	July 15 _____	August 26 _____	September 30
June 10 _____	July 22 _____	_____	_____

I HAVE RECEIVED A COPY OF THIS VENDOR CONTRACT AND “2022 POLICY” AND WILL COMPLY WITH BOTH.

PRINTED NAME _____

ADDRESS _____
 (Street or box; town; zip code)

PHONE _____ CELL _____

E-MAIL ADDRESS _____

BUSINESS NAME _____

WEBSITE/FACEBOOK _____

VENDOR SIGNATURE _____ DATE _____