



Vendor Application for 2024 Market Season

Dear Potential Vendor,

Thank you for your interest in the Mt. Shasta Farmers' Market. We are committed to offering a safe and vibrant market. MSFM is returning to our E. Castle St. location running **May 13 to Oct. 14, 2024**. We look forward to you joining us this year – MSFM's 25th anniversary!

Farmers, ranchers, food producers and artisans are all invited to send in or email a scanned and signed application with a \$10 fee (refundable to denied applicants) and all the necessary documentation. We will review proposals and confirm your acceptance and/or need for further documentation in writing soon after you deliver your application. We make our choices based on creating a balanced and vibrant market for vendors and for customers, the available market space, and evidence of all your needed certifications. We request that you **apply by March 31, 2024**, but will consider applications if space is available after that date.

We will be following the guidance of the local county departments as pertaining to the market and safety protocols.

Completed applications (including all supporting documents) will be reviewed, and you will be informed of your acceptance status by email and/or phone message. The Market team will confirm your application and status by April 15th. There will be an **All-Vendor Meeting on April 25 12:00 p.m. that we request you attend**. Vendors can attend the meeting in person at the MSFM at JEDI office or via Zoom. A link to the Zoom meeting will be emailed to the vendors.

We look forward to working with you and, as always, if you have any questions or concerns, please contact us (see below). We will share updates with you regularly by email.

We remain committed to providing a fun, vibrant market experience and access to fresh food grown locally. Thanks for your interest in our market. Help us make it the most successful ever!

Best,

Nancy Swift
Executive Director, JEDI
530-926-6670, x102
market.manager@e-jedi.org

Colleen Shelly
Assistant Market Manager
530-926-6670, x101
cshelly@e-jedi.org

MOUNT SHASTA FARMERS' MARKET 2024 APPLICATION PROCESS

There is an online application form at the market's website www.mountshastafarmersmarket.org. The application can be printed and returned or filled out in the online form. Upon receipt & review of your completed application you will be notified of your acceptance into the market by email and phone. The MSFM retains the right to make decisions about vendors participating and about the products allowed into the market. You must receive an acceptance before showing up at market. Please include your best contact information so we can stay in touch with you easily. We do need a cell phone number so we can text you market-related updates such as cancellations due to fire/smoke, etc.

Return the following items to:

Mount Shasta Farmers' Market; JEDI, 205 Chestnut Street, Mt. Shasta, CA 96067, market.manager@e-jedi.org. You can drop your application with supporting documents and fee in our locked mailbox outside the front office door or mail it in or email us scanned documents. Please get them to us by March 31st, if you wish to be considered for opening day.

____ Completed Farmers' Market Application page & verification form if required (note, an unsigned and/or undated form will be returned to you)

____ Application fee of \$10 payable to "JEDI"

____ An embossed copy of your current "Certified Producer's Certificate." If you are not a producer of agricultural products, complete the "Producers' Verification Form."

____ If you are an organic grower, a current copy of your California "Certificate of Organic Registration" from the California Department of Food and Agriculture.

____ Copy of applicable documents for prepared foods or meats.

____ Food Producers need an approved Temporary Food Facility Permit (OK if this is "Pending") and should have a current Food Handlers Permit

Stall fees are payable onsite on each market day. Stall fees are:

10' stall is \$25.

15' stall is \$35.

20' stall is \$45.

Market days are Mondays from 3:30 to 6:00 pm. Vendors are to be setting up their stalls and ready to sell by opening bell at 3:30 pm. Vendors may begin to set up at 2:00, but no selling or bagging is permitted until 3:30. No soft starts permitted, except for other vendors and volunteers. Vehicles for off-loading must be out of the market area no later than 3:00 p.m.

Please be sure you tell us on the application which market days you wish to attend. If you cannot start on opening day, please let us know that on this application. Call or email the market (530-926-6670 or market.manager@e-jedi.org) at least three days prior to your first market to confirm. We will not set aside a stall for you if we have not heard from you—even after we have accepted you into the market. Thanks!

PLEASE READ AND RETAIN THE MARKET RULES FOR YOUR REFERENCE



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MT. SHASTA FARMERS' MARKET 2024 APPLICATION

1. Farm or business name and legal name (if the two are different)

2. Producer's name (Your Name)

Remember—you must grow what you sell. This is a certified farmers' market. Consider how the owner and the farmer can attend the market. Please keep this in mind when applying. As a certified market, the owner must be the one in your booth once a month minimum.

3. Legal structure of farm: sole prop, corporation, cooperative, other: _____

4. Mailing address: _____

5. Town, state, & zip code: _____

6. Phone: _____

7. Email: _____

8. Website: _____

9. Facebook: _____ Twitter: _____

10. Do you have an established system for pre-ordering? _____

11. Would you like JEDI to help you create a system for pre-ordering? _____

12. Farm / Business location: _____

13. Approximate distance from Mt Shasta: _____ miles

14. How many acres is your farm: _____ acres

15. What percentage of your farm income is derived directly from selling at farmers' markets?
_____ % Selling at this farmers' market? _____ %

16. If you are not a farmer or grower, how does your product/business support Siskiyou County agriculture? If so, how:

2024 Market Season runs Mondays - May 13 to October 14, 2024

5/13, 5/20, 5/27, 6/3, 6/10, 6/17, 6/24, 7/1, 7/8, 7/15, 7/22, 7/29, 8/5, 8/12, 8/19, 8/26,
9/2, 9/9, 9/16, 9/23, 9/30, 10/7, 10/14 = 23 markets

17. What is your expected start date at this market? _____

18. How many total days do you expect to attend? _____

19. Which days are you expecting to attend? _____

24-hour advance notice is required for cancelations. Last minute cancellations or no-shows may be charged a stall fee for that day.

20. What size stall would you prefer: 10' _____ 15' _____ 20' _____

21. Are you able to "off-load" at the market? YES _____ NO _____

("off-load" means that you do not need your vehicle inside the market boundary)

22. All products offered for sale at market must have pre-approval by the Market Management Team. (See Rule #1)

23. List the products you would like to bring to market; use additional page if needed.

If products are the same as those listed on your producers' certificate, state "see producers' certificate." Please be sure you are specific in your varieties and your items. We may approve some and not all, depending on the other applications and the customer's needs.

LIST PRODUCTS:

24. ____ I agree that none of my crops are grown using genetically modified, or genetically engineered seed.

25. ____ I have read, and I agree to abide by the rules of the Mt. Shasta Farmers' Market and all applicable Federal, State, and County agricultural and health department regulations. I understand that a failure to comply with these rules and regulations will result in disciplinary action that may include exclusion from the Mt. Shasta Farmers' Market.

SIGNED _____ **DATE** _____



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Non-growers must also complete “producer’s verification form” on the following page

PRODUCER’S VERIFICATION FORM MOUNT SHASTA FARMERS’ MARKET

(For products not listed in Certified Producer’s Certificate)

The market features products that are hand-crafted by the vendor. As such, the market prohibits items that are re-sold or repacked. I verify that the items that I bring to market **are raised or created by myself and not re-sold or repacked.**

Arts and Crafts Producers: I understand that these items are limited to those made by myself with a purpose or theme interactive with agriculture and/or composed of predominately locally grown agricultural products or by-products. I am including with this application a detailed description or photographs of my products.

Prepared foods, Meats, Fish, Eggs, Dried Produce: I understand that I am required to be in compliance with local, state, and/or federal regulations for production of such foods. Foods produced at home must be in compliance with a Class B Cottage Food Operations Certificate. Meat producers must provide a letter from their USDA certified processor stating the products processed and the facility certification number. **I am attaching a copy of current documentation from the relevant agency stating approval for the processed food products or meats that I intend to bring to market.** These agencies may be: County Health Department, State Health Department, CDFA, or a Federal Agency.

I verify that all of the agricultural products I bring to the Mt. Shasta Farmers' Markets are produced by myself at the location stated on the application form.

I understand that I am also required to display a copy of this documentation at my stall during market hours. Further, as it is the intent of the Mt. Shasta Farmers' Market to promote local agriculture, I will seek out ingredients for my prepared foods that are produced by local growers.

The use of GMO ingredients in processed products is strongly discouraged! Vendors at the market should seek out alternatives to genetically modified organisms, i.e. the use of cane sugar rather than beet sugar, or the use of “Non-GMO Project” certified ingredients.

NAME (printed) _____

FARM / BUSINESS NAME: _____

SIGNATURE _____

DATE _____