



### Truro Educational Farmers Market : Vendor Registration Form, p.1 of 2

Vendor & Farm Name: \_\_\_\_\_  
Physical Address: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Website : \_\_\_\_\_  
Phone & email: \_\_\_\_\_



1. Check ONE vendor category (majority of products by volume during peak season of June - Sept.):

\_\_\_\_\_ Produce (raw, edible food including seafood) \_\_\_\_\_ Processed food  
\_\_\_\_\_ Horticultural products (potted plants, fresh and dried flowers)

2. Crop/goods list: \_\_\_\_\_

\_\_\_\_\_ (attach extra paper or use back of this sheet if needed)

3. Please provide product liability insurance if you carry it (recommended but not required to vend):

Insurer: \_\_\_\_\_ Policy #: \_\_\_\_\_

*Please list Sustainable CAPE and the Town of Truro as co-insured.*

4. I would like to be a part of the Truro Agricultural Fair on the Sunday of Labor Day weekend. Yes \_\_\_\_\_ No \_\_\_\_\_

*As we have raised funds since 2009 via a giant community bake sale, we regret that we do not have baked goods vendors at the fair.*

5. Check all applicable (see forms at SustainableCAPE.org): \_\_\_\_\_ I am a returning vendor

\_\_\_\_\_ I read the Truro Board of Health's Farmers' Market Policy & Conditions for Food Vendors

\_\_\_\_\_ I attached the B.of Health's 'Whole Farm Product Reg. Form' &/or 'Farmers' Mkt/AgFair/Temp Food Service Permit'

(NOTE- Temp Food Permit: include \$10 fee payable to the Town of Truro, new vendors appear before the Board)

\_\_\_\_\_ Full-time Vendor Fee \$150 per season per space (2 spaces max), attach to register

\_\_\_\_\_ Part-time Vendor Fee \$20.00 per Monday: attach to register

\_\_\_\_\_ Tabletop Vendor Fee \$10.00 per Monday (not more than \$125 in sales): attach check to register

\_\_\_\_\_ I am certified to accept WIC & Sr Discount Coupons. \_\_\_\_\_ I am interested in accepting WIC & Sr Discount Coupons.

\_\_\_\_\_ I sell fruit/veg & have a machine accepting SNAP cards. \_\_\_\_\_ I sell fruit/veg vendor and am interested accepting SNAP.

\_\_\_\_\_ I sell fruit/veg vendor and am HIP approved. \_\_\_\_\_ I sell fruit/veg vendor and wish to become HIP approved.

*We will help you to register & simplify the process to increase sales*

*Vendor Fee payable to Sustainable CAPE with "TFM Vend Fee" in subject line. Deposited upon acceptance.*

I agree as a vendor or occasional vendor to release, hold harmless and/or indemnify Sustainable CAPE's Board of Directors, its employees, the Market Manager, and all other vendors, from all claims, demands, and liabilities, arising out of the operation of the market and the use and occupation of the Market premises by the vendors or invitees to the Market and/or Sustainable Cape's Board of Directors and the Market Manager at any time hereafter, including any claim for personal injury or property damage caused by negligence of the released parties, but excluding any action based on intentional tort.

I have read and will abide by the Farmers' Market Vendor Safety Protocol rules in the Handbook. I understand that individual product liability is my responsibility. I thus release the Truro Educational Farmers' Market, Sustainable CAPE and its Directors & employees and the Town of Truro from all liability due to my actions, my property and my products at the market.

I have read the 2017 Truro Farmers' Market Handbook in its entirety and agree to be bound by the terms contained therein and above. I understand I cannot sell anything at the market except the food I have outlined above.

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



### Truro Educational Farmers Market: 2017 Vendor Registration Form, p.2 of 2

*Sustainable CAPE, with the help of local children, creates an Ed Board for each fulltime vendor but we need your input. Please help by taking a few minutes to give us some information that relates to your product/business.*

*Fulltime vendors only, Part-time / Tabletop vendors please use for reference to create your own materials for display*

Vendor & Farm Name: \_\_\_\_\_

Payee Name for Checks: \_\_\_\_\_

Website : \_\_\_\_\_

Phone & email: \_\_\_\_\_

### Education Board Information:

#### I. Top Half of Education Board: Vendor Information (i.e. the farm/farmer info & picture)

Check ONE : \_\_\_\_\_ No change necessary to my vendor information. (Ideally it stays the same year to year)

\_\_\_\_\_ I am a new full-time vendor and do not have an Ed Board yet.

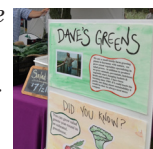
\_\_\_\_\_ I'm a part-time/tabletop vendor. I will create my own ed display for the market.

\_\_\_\_\_ My Ed Board vendor info needs updating (If you've moved/ changed names / etc.)

How? \_\_\_\_\_

#### II. Bottom Half of Ed Board: "Did You Know?" (*NEW INFO every year so we may continue to educate!*)

Note: In this short education we include 2 points: (#1) A clear link to one of your products, methods or place of business which is tied to (#2) something each consumer can learn and incorporate into their lives to make the world more sustainable.



*Example: "Because sea salt is made from seawater, it's important that the ocean stays clean. Each of us can take care of our beaches and ocean by cleaning up after ourselves, picking up trash, and participating in local beach cleanups."*

• What are some unique things you can tell us about your methods or product?: \_\_\_\_\_

\_\_\_\_\_

• Can you describe sustainable practices that you use?: \_\_\_\_\_

\_\_\_\_\_

• Can you think of some things a customer could do to preserve the environment that supports your product?: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



### SUSTAINABLE CAPE ON-SITE VENDOR SAFETY RULES

#### General

- o Canopy weights on all tent legs and/or umbrella securely weighted or attached EACH DAY regardless of weather (as weather can change quickly).
- o Booth set up with regard for public safety. Tables should not be loaded beyond capacity.
- o All components of the booth are contained within the boundaries of the booth.
- o Display set up so that people cannot trip over elements of your booth.
- o Signage with the name and location of the business is clear and visible.
- o All product PRICES are CLEARLY POSTED.

#### Food safety

- o Food is stored/displayed off the ground (6") or in impervious plastic tubs.
- o If product is not produce, it should be wrapped or covered.
- o All packaged food is labeled with name of the product, net weight, ingredients in descending order by weight, and name and address of producer (bulk foods must post a sign with this information OR a sign indicating that the info is available upon request).
- o Potentially hazardous perishable foods, stored, displayed and offered for sale are packaged and refrigerated at or below 41 degrees F and vendor has a calibrated thermometer to gauge and demonstrate temperature.

#### Miscellaneous

- o If using electricity, you have checked with us and gotten permission to use the outlet (so as not to set our SNAP machine or other into a non-functioning state!). Any cords you plug in are covered and set up with regard for public safety by vendor (appropriate mats, no ability to trip on them, etc.).
- o If anything a vendor sells or distributes produces trash, the vendor has a trashcan available for customer use and transports own trash at end of day off field.
- o If vendor claims products are organic, OG certification is posted.
- o No driving or cars on field during market hours of 8am – 12pm or when shoppers are on the premises.

*Please Note:* These are only some of the required safety rules from the Board of Health and Truro Farmers Market Handbook. This document does not take the place of the Board of Health Conditions for Farmers Market Food Vendors but has been made to assist you in keeping the market as safe as possible. This list has been created by Sustainable CAPE to make it easy for vendors to check for the safety of their booth. The safety of each vendor's booth is fully the vendor's responsibility – please check these guidelines each week. Thank you for your efforts!

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*I, the undersigned VENDOR, agree to abide by the Truro Farmers' Market On-Site Safety Rules and Regulations:*

\_\_\_\_\_  
VENDOR BUSINESS NAME (print)

\_\_\_\_\_  
Representative Signature, Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Truro Farmers' Market  
MARKET NAME (print)

\_\_\_\_\_  
Representative Signature, Title

\_\_\_\_\_  
Date