



Saturday Morning Market Producer and Specialty Food Purveyor Registration Form

Owner: _____
Person staffing booth: _____
Farm /Business name: _____
Physical address: _____
Mailing address: _____
Phone: _____
Phone # of market staff: _____
Email: _____
LCFF Annual Membership: General/ Allied/ Supporting \$50.-
Please circle if interested, and market manager will contact you.
Membership is not required to attend the farmers' markets.

Type of Product(s): _____
You must notify the Market Manager **before** any products are added.
* Please submit an embossed copy(s) of your Producer's Certificate(s).

Please indicate your commitment dates: _____

Attendance for the entire season is preferred, although we understand that some products have shorter periods of availability. A minimum of **48-hour notice** is required to avoid paying booth fee.

Please be as specific as possible as we strive to provide consistent supply and accurate information to our customers.

Please submit this page and copies of all applicable licenses and permits, including proof of vehicle insurance.

***I have read and agree to abide by the LCFF/CFM Rules and Regulations** (available via email; on our website; and at manager's booth). I understand **it is my responsibility to submit all required documents applicable**, following laws and regulations established by City, County, State, and Federal Governments.

Signature: _____

Date: _____

Keep this page as a reminder!

Please submit the **Registration Form** (page 1) with the required documents to the Market Manager:

Cornelia Sieber-Davis
5833 Eickhoff Road
Lakeport CA-95453
707 263-6076
sieber61@msn.com

Applicable documents may include the following:

Certified Producer Certificate, Food Registration Permit, Vending Vehicle Permit, Vehicle Insurance, Product Liability Insurance, Food Industry Health Permit, Nursery License, Egg Handler Registration/Egg Quality Control Number, etc.

Market: Saturday Morning Market at Steele Wines
4350 Thomas Drive at Hwy 29, near Finley

Hours: Saturdays 8:30 AM - 12 Noon (May through October) Rain or Shine!

Important Reminders

- All vehicles must be unloaded and removed from the market site by 8:15 and booths must be ready for the public by 8:30. **No set up or take down of booth space and materials is allowed during market hours.** This is for public safety and respect for fellow vendors.
 - Produce must be clearly separated by producer if sold with a second certificate. All prices must be clearly marked. **A sign identifying your booth needs to be visible from 10' away**, and include your location and a version of the phrase 'We Produce What We Sell'.
 - All produce must be listed on Producer's Certificate(s). Market Manager will ask you to remove any non-listed products immediately.
 - Purveyors of a processed product such as: jams, dried fruits/herbs, oils, vinegars, etc. which are regulated under State, County, Health and Safety Codes must show proof you have complied with all requirements. **All ingredients must be listed.** For more information contact the Department of Environmental Health.
 - Even though we understand unforeseen circumstances may occur, you must notify the Market Manager **at least 48 hours in advance of your commitment date** in order to avoid paying your booth fee, and so that we may offer your space to another vendor.
 - A late fee of \$20 may be charged if both is set up later than 8:30.
 - Fees are due at the end of the market day and are based on booth size and location.
 - The Winery hosts certain events like the Wine Adventure in May and the Harvest Festival in October, which will require us to set up in a different location at the winery. You will receive your assigned space from the Market Manager for those days on a first come first serve basis.
 - **Stall fees** are \$12/\$14 for a 5' wide space, \$20/\$24 for 10' wide space (discount given to LCFF members), this includes the \$2 CDFA vendor fee.
- The optional LCFF membership will get you featured on our website, inclusion in all promotional material, and for farmers- a vote in all LCFF matters.

Our website is: www.lakecountyfarmersfinest.org

Please read and keep this page for reference