



Tuesday Morning Market Producer and Specialty Food Purveyor Registration Form

Name of owner: _____

Name of 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: **Tuesday Morning Market at Library Park**
Park Street between 2nd and 3rd in Lakeport

Hours: Tuesdays 10:30 to 2 pm (May through September) **Rain or Shine!**

Important Reminders

- ❑ Set up has to be completed by 10:15 and booths must be ready for the public by 10:30. **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.
- ❑ A vendor permit specific to the farmers' market is required from the **City of Lakeport.**
- ❑ 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 booth is set up later than 10:30.
- ❑ Fees are due at the end of the market day and are based on booth size and location.
- ❑ **Stall fees** are \$10 for a 5' wide space, \$17 for 10' wide space, (includes \$2 CDFA fee). The optional LCFE membership will get you featured on our website, inclusion in all promotional material, and for farmers- a vote in all LCFE matters.

Our website is: www.lakecountyfarmersfinest.org

Please read and keep this page for reference