



Producer and Specialty Food Purveyor Registration Form 2011

Name : _____

Farm/Business Name : _____

Retail Permit Number : _____

Address : _____

Mailing Address (if different) : _____

Phone(s) : _____

Email(s) : _____

Products : **You must notify the Market Manager if any products are added.**
Please attach an **embossed** copy of your Producer's Certificate(s).

Please indicate your commitment dates: _____

We wish to provide a consistent supply to our customers and strive to fill in any gaps.

Please include: This page and copies of all applicable licenses and permits (see page 2), including proof of vehicle insurance if you drive into our market area, including loading and unloading.

I have read the **LCFF/CFM Rules and Regulations** and agree to abide by them, and 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 : _____

Please mail 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:

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

Market : **Wednesday Evening Market at Library Park**

Between 2nd and 3rd by the Lake, Lakeport

Hours : Wednesdays 4:00 am – 7 pm (June 1st through September 28, 2011) **Rain or Shine!**

IMPORTANT

- ❑ **All booths must be ready for the public by 4:00 pm. 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.**
- ❑ **ALL prices must be clearly marked. Produce must be clearly separated by producer if sold with a second certificate.**
- ❑ **ALL produce must be listed on Producer's Certificate, the 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 (707) 263-1164.
- ❑ **The City of Lakeport has reduced the fee for vendors participating in our seasonal market, but still requires you to register at City Hall –across the street from the Park. A state sales permit is also required for all vendors who sell taxable items. For more information contact State Board of Equalization (707) 576-2100.**
- ❑ Even though we understand unforeseen circumstances may occur, you must notify the Market Manager **at least** 24 hours in advance of your commitment date in order to avoid a \$10 Assessment Fee upon return to the Certified Farmers' Market.
- ❑ **Copies of ALL REQUIRED DOCUMENTS must be submitted to the Market Manager prior to market commitment date(s).**
- ❑ You will receive your assigned space from the Market Manager based on your space requirements, type of product, and general traffic flow. Certified producers, non-certified producers, arts & craft vendors, and food vendors are separated per state requirements.
- ❑ Fees are due at the end of the market day and are based on booth size.
- ❑ **Due to the economy we are keeping last year's introductory rates of \$1 per foot, starting at \$5 for a 5' wide space. The optional LCFE membership will get you listed on our website, inclusion in all promotional material, and invitations to meetings and events, among other things.**
- ❑ Our website is: www.lakecountyfarmersfinest.org

Please read and keep this page for reference