**Little Italy Farmers Market**

Mondays 3-6 p.m., last week of June through September

331 W. 18th Street, Erie PA 16502

Name of Business: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Primary Contact(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Website and Social Media: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tax ID Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Names of staff operating your booth this season other than yourself: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name and Phone Number of Emergency Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What forms of payment will you be accepting at the market? *(Check all that apply)*

□Cash □Check □Credit/Debit □WIC □FMNP Vouchers

In the space below, please give a detailed description of your products/services that will be offered at the market.

Please note: At this time the Little Italy Farmers Market does not maintain the equipment and temporary license necessary for selling eggs, meat, dairy, processed items, samples, etc. Only vendors who can provide their own equipment and copy of license may sell such items at the market.

The information may also be used in advertising. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please Attach**

(\_\_\_) Proof of liability insurance.

(\_\_\_) Copies of any PA required permits, licensing, and certifications.

I have read, understood, and accept The Little Italy Farmers Market Guidelines.

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

**The SSJ Neighborhood Network (SSJNN) Little Italy Farmers Market**

**331 West 18th Street, Erie, PA 16502**

**Mondays 3:00 – 6:00 p.m.**

**June 26 – September 25, 2023**

**Vendor Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Farm Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**General Operations**

The market will operate Mondays, 3:00 – 6:00 p.m., June 26 – September 25, 2023, with the exception of the Labor Day holiday on September 4th. Four event days will be held June 26, July 31, August 28 and September 25. These dates will include live music, children’s activities and additional food and health related vendors. SSJNN provides the SNAP machine and a match in the form of designated tokens for all SNAP and FMNP purchases. The match this year is graciously provided by PA DCED and Erie Insurance, and additional support comes from the Erie Co. Dept. of Health and individual donors. Each vendor is responsible for their own credit/debit devices should they want to offer this as a payment option.

**Expectations**

* Each vendor is responsible for the set-up and tear-down of their selling space. Spaces should be kept neat, clear of obstacles and litter-free. Displays should not pose a hazard to customers.
* Vendors should be set up by 2:45 and stay through 6:00 p.m. No sales are permitted before 3:00 p.m.
* Spaces are allocated on a first-come first-served basis.
* Vendors must provide their own tables, tents and canopy weights. Each vendor is allowed one 10’ x 10’ tent space. Vehicle must be moved to adjacent lot to ensure more customer parking for market.
* Vendors must have signage showing their farm name, location, origin of produce, and prices.
* At minimum 70% of produce at the market will be produced by the vendor. Proof of origin of goods may be requested to prevent re-sale. SSJNN may reject vendors after farm visitation or based upon their discretion.
* Vendors should display their \*FMNP sign and any permits needed to sell their products. Please supply the market coordinator with a copy of your approval letter.

\*The Farmers Market Nutrition Program provides WIC recipients and low-income seniors with fresh, nutritious, unprepared, locally grown fruits, vegetables, and herbs from approved farmers in PA. For information on your farm being certified for FMNP, contact the PA Dept. of Ag. at (717) 772-2693.

* Vendors must supply market coordinator with a copy of all permits needed to sell products.

Bakers must possess the proper licensing from the PA Department of Agriculture; kitchen must be registered and inspected. Sweet baked goods (at the discretion of the market coordinator) may not be purchased with tokens (SNAP and voucher match) but staple baked goods such as bread may.

* Vendors selling refrigerated goods must provide own refrigeration units. Electricity for units will be provided by the market sponsor.
* All food and safety regulations, both state and local must be followed.
* No alcoholic beverages, firearms, dogs or non-registered support animals are permitted at the market.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Date