

FORMS - 2018

- 1. Membership Application** – good for those who'd like to be a vendor as well as a non-vendor member. Please put completed forms in the binder and input this information into the Market Spreadsheet. Those interested in becoming a vendor can opt to do it all online at spencercreekmarkets.org, or do it by paper.
- 2. Welcome Letter** – attach a Free Lunch punch card and offer with other documents as necessary.
- 3. Hummingbird Wholesale Price list** – For any/all members. This list is June 2018 and prices change regularly. An up-to-date price list will be forwarded to any member who checks off that they're willing to receive price list updates on the Membership Application form, so some may opt out of the paper copy.
- 4. Rules and Regs** – for vendors
- 5. Domestic Bakery** – for vendors who'd like to know more about the 2016 domestic bakery license exemption law.
- 6. FDNP Program** – Farm Direct Nutrition Program voucher system – farmer needs to call a phone number to request an application, farmer receives a unique stamp to endorse \$4 checks issued by the program, which the farmer then deposits directly into their own bank account. These checks do not go through the market manager's hands.
 - Signage
 - Fact Sheet for new farmers, shoppers
 - Farmer Information (details)
- 7. Farm Direct FAQ's** – regarding the 2012 Oregon Farm Direct law which allows farmers to (conditionally) process their own grown products into jams, jellies, etc. without a license or inspection.
- 8. Cheat Sheets** – helps the vendor remember which currencies they can accept for which items they sell.
- 9. DUFBI Eligible** – Double Up Food Bucks letter to produce vendors (those who produce fruits/vegetables), and a contract (acknowledgement) that must be signed by the vendor and then stored in your binder.
- 10. DUFBI Ineligible** – for food vendors who do NOT sell fruits and vegetables (e.g. eggs only, or baked goods.) Explains why they can NOT accept DUFBI. Includes the FAQ's for vendors. No acknowledgement form. Please distribute accordingly so we don't break the DUFBI rules.
- 11. Bylaws** – for whomever is interested in the governance of the market.