

STEVENSON FARMERS MARKET

Community Table Registration and Guidelines

Stevenson Farmers Market: Saturdays, June - October, 10am – 2pm, 140 sw Cascade Ave.

The Community Table offers community members a low-risk and cost-effective way to try selling at the market. This is also an opportunity for vendors to sell quantities that would not justify a full booth. It's a good place to learn marketing techniques and get a feel for selling at a farmers market. **The community table booth fee is 10% of total sales.**

Crafts, arts and most other inedible goods are not permitted at the community table. Full booth spaces may be available upon completion of vendor application.

Community Table (CT) space is limited! Potential CT vendors must contact us ahead of time to ensure there is space available. Email Farmers.Market.Stevenson@gmail.com or call 509-427-4707 to reserve your space.

The purpose of the Community Table is to:

- Provide a direct market outlet for home gardeners with extra produce
- Provide an outlet to new farmers and backyard gardeners who are not yet ready or able to operate their own stall
- Add to the diversity of the products

A vendor's ability to sell at the community table may be reassessed after using the Community Table five times during one market season. After that, market staff may refer the Community Table vendor to a full or shared booth space at market.

| | |
|-----------------|------------------|
| NAME | BUSINESS NAME |
| PRODUCTS SOLD | PHONE |
| MAILING ADDRESS | PHYSICAL ADDRESS |
| EMAIL | WEBSITE |

I give Gorge Grown my permission to share my contact information with potential customers YES / NO (circle one)

I have read and agree to comply with the Community Table Procedures, Guidelines & Rules (back side).

Signature

Date

Procedure:

- Participants should arrive at the market and check in at the info booth (green tent) **at least 20 minutes before** the start of market. Arriving after the market opens is strongly discouraged unless prior arrangements were made. Once the market starts, staff must turn attention their to customers
- Gorge Grown will provide up to two tables for community table vendors and participation will be capped at 4 vendors. We can also provide a 10x10 canopy most weeks.
 - Community table space should not exceed the 10'x10' space allotted, unless verbal confirmation is given by the market manager.
 - Participants should be prepared to assist in setting up and taking down the CT tent, tables and weights with the market staff.
- Vehicles are not allowed in front of the market area 15 minutes prior to opening, 10 minutes after closing or at anytime during market hours
- Once participants sell out or are finished selling for the day, visit the info booth to report sales and pay the booth fee (10% of total sales)
- Participants may leave before the market is over

Guidelines & Rules:

- Participants must comply with regular market guidelines- Vendor Packets are available online <https://stevensonfarmersmarket.com/vendors>
- Community table vendors are responsible for knowing state and local rules, regulations and currency guidelines pertaining to the goods being sold. Ask market staff if you have questions.
- Participants should be well-prepared with signs, prices, cashbox/ change etc.

We understand that this may be your first time selling at a market. Please contact us with questions.

Pharaoh Skinner, Farmers Market Manager
Farmers.Market.Stevenson | 509-427-4707