



FarmTable

at the River People Farmers Market
A North Coast Food Web project
Thursdays from 3-7 pm
Mid June through early October



FarmTable Vendor Guidelines

North Coast Food Web's FarmTable is a great way to sell some of your extra garden produce, or to try out selling what you grow for people interested in pursuing farming as a business.

The FarmTable vendors can only sell products from producers who are from Clatsop, Washington, Tillamook, Columbia, Pacific and Wakiahkum Counties.

Products that can be sold at FarmTable are: fresh fruits, vegetables, herbs, flowers, plant starts, unshelled nuts, and honey. Eggs can be sold if the producer is present for the sale, or if the egg producer has an egg handler's license. Value add products such as jams, jellies or pickles may be sold, but the vendor must comply with the Oregon Department of Agriculture's Farm Direct regulations, labeling and licensing requirements, and must be present to sell their product directly.

Products must be raised by FarmTable vendors (or their immediate family) and follow the labeling requirements detailed below.

You can either elect to stay and sell your products yourself (you keep 100% of your sales) or let FarmTable volunteers sell your products for you (value add and eggs are excepted from this); RPFM will take a 20% consignment fee to help support other market projects. FarmTable vendors are encouraged to volunteer and sell your own products, you will make more money and connect with your customers!

Rules and Guidelines

FarmTable vendors agree to comply with the rules of the River People Farmers Market and also agree to follow any Oregon Department of Agriculture's Farm Direct marketing rules that apply to what they are selling.

Agreement and Vendor ID

Please fill out the FarmTable application before selling any product at the

FarmTable. Choose a Vendor and/or Farm name; this will be your FarmTable ID for that RPFM season.

Product Labels

North Coast Food Web will provide you with ODA's Direct Market label and North Coast Food Web vendor-product-sales label to use for your products where needed. Vendors must use North Coast Food Web's FarmTable labels on all products sold at the FarmTable. If selling products by container size (i.e. each, bag, hallock, pint, or bunch) weight is not required. If you want to sell by weight, you must have a State of Oregon licensed scale and have a copy of your current license with you at the market.

FarmTable vendors wishing to label and sell produce as "organic" can only do so if their total sales are under \$5,000 a year and they confirm that they understand and follow the National Organic Program regulations set forth by the USDA.

Value add sellers only: you must use an ODA Direct Market Traceability Label which lists your name, business or home address, and county. (NCFW will supply these for you.)

Product Inventory Sheet

All FarmTable vendors must complete a Product Inventory Sheet listing their products individually for each RPFM they attend. These should be completed BEFORE bringing products to the FarmTable each market day. Staff and volunteers are not able to fill these out for you.

Product Display

FarmTable vendors must bring their products to the FarmTable by 2:30 pm.

Products need to arrive ready for sale (field washed, packaged or bundled), labels can be picked up and filled out ahead of market day, or you need to leave yourself time to complete your labels before market begins. The products you bring to market must match those on the inventory sheet on your application.

NCFW FarmTable volunteers will determine display location of all products.

Pricing

Vendors determine the price of all goods sold. However, we ask that anything priced below \$1.00 be marked at \$.50. This will help our SNAP (Supplemental Nutrition Assistance Program) customers who use tokens equal in value to one dollar and which do not allow change to be made.

FarmTable vendors are limited to gross sales of \$150 per market day. If you expect to sell more than this amount, you should contact the River People Farmers Market for details on signing up for a regular market booth.

If you are not present to sell your product, NCFW will deduct a 20% consignment fee from your sales total.

Unsold Product

FarmTable vendors must pick up their unsold product (and any other display materials that they bring to market) between 7 PM and 7:15 PM. Any unsold products not picked up by participants by this time will be donated to community food banks, senior meal sites or other recipients at the discretion of North Coast Food Web staff or its volunteers.

Vendor payments

North Coast Food Web will pay FarmTable vendors by check at the market after sales take place, or a check will be mailed to you that week. This allows for FarmTable staff to accurately record multiple vendor sales and deduct commissions where needed. Thank you for your understanding.

Questions? Contact North Coast Food Web at info@northcoastfoodweb.org or (503) 298-3824 and we'll do our best to answer them for you.