

## LINCOLN COUNTY SMALL FARMERS ASSOCIATION

PO Box 1633

Newport, OR 97365

541-574-4040

[www.newportfarmersmarket.org](http://www.newportfarmersmarket.org)

Email Market manager: [manager@newportfarmersmarket.org](mailto:manager@newportfarmersmarket.org)

### Non-Profit Guide Lines and Registration Form

Thank you for your interest in participating in our non-profit program at the Newport Farmers Market. This space is offered at no cost to approved non-profit organizations. This space will be assigned by the market manager on a week to week calendar. Please read the Market Guidelines carefully as they pertain to our non-profit booth space. Please fill out the registration form, (the form must be signed that you have read the rules) and return it to the Lincoln County Small Farmers' Association for approval and date assignment. The Market Manager will call or e-mail you with your date assignment.

1. 90% of all produce, or merchandise sold at the Market must be **Grown or MADE** by the sellers. **NO RESELLING OF ANY KIND IS ALLOWED** at the Newport Farmers Market. No Commercial products of any kind and No Imports of any nature.
2. Non-Profit participation is limited to Lincoln County Organizations. You must notify Market Manager if you will not be setting up on your assigned day.
3. Market hours 9:00 am to 1:00 pm (may stay till 2:00pm.) No one leaves before 1:00 pm. No set up before 7:00 am and must be set up by 9:00 am.
4. All Organizations cooking hot foods, or value added edibles on site must have a valid license for processing such foods as issued by the Lincoln County Health Department as applicable. For non-profits there is no charge for permits or Licenses. Prior notification and permits must be in place by organizations before assigned market day.
5. All non-profit organizations selling homemade baked goods must have a sign that clearly states that the baked goods were baked in a home kitchen. Please check with Lincoln County Health Department for exact wording required. No baked goods requiring refrigeration are allowed for sale. All Items should be wrapped or covered for consumer safety.
6. The products intended for your fund raiser must be listed on the application form. The Market Manager will advise if the products are not in keeping with the spirit of the Farmers Market.
7. We have 25 Saturdays during the Season. Because we expect to fill the calendar quickly we will limit individual non-profit organizations attendance to once a month. Repeat weekly participation will not be available until all who have signed up have had a chance to participate.
8. Do not block fire lane. Please be considerate of your fellow vendors, customers of the Market and the Market Manager in your conduct at the Market.
9. The Market Manager and Small Farmers Market Board of Directors will have final approval on all issues. We want everyone's experience to be fun and profitable.

**LINCOLN COUNTY SMALL FARMERS ASSOCIATION  
2007 Non-Profit AGREEMENT and REGISTRATION**

The undersigned Organization agrees to exercise the utmost care in the use of the assigned space in the Armory parking lot. Should an organization at any time occupy the premises in a manner contrary to the rules, Articles of Incorporation, or Bylaws of the Small Farmers Association, or act in any manner which is hazardous or offensive to the public, will upon request of the Market Manager vacate the premises.

**Organization Name** \_\_\_\_\_

**Contact Name** \_\_\_\_\_ **TITLE:** \_\_\_\_\_

**Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_ **Zip** \_\_\_\_\_

**Phone** (\_\_\_\_) \_\_\_\_\_ **Cell** \_\_\_\_\_

**E-mail** \_\_\_\_\_

**Products offered** \_\_\_\_\_

Copy of the Health Department license, if food is prepared for sale, **must be presented on market day.**

I, the undersigned, have received and read the Small Farmers Association Market rules for 2009 (Non-Profit Guide Lines), and agree to all terms and conditions the Agreement.

\_\_\_\_\_  
**Organization Name (please print)** **Contact Signature**

**Date** \_\_\_\_\_

**Please mail to- Attention: Market manager:**

**PO Box 1633**

**Newport, OR 97365**

**You may deliver to the Saturday Market and give to the market manager.**

**Email:** [manager@newportfarmersmarket.org](mailto:manager@newportfarmersmarket.org)