



Dear potential 2025 Allen County Farmers' Market Vendors,

Welcome! The Allen County Farmers' Market appreciates your interest in vending during the current season.

Enclosed you should find the following:

- Allen County Farmers' Market Regulations
- KS Retailers' Event Sales Tax Instructions from the KDOR (hardcopy will be handed out at Vendor meeting)
- Allen County Farmers' Market Producer Membership Application (please return completed form)
- Double Up Food Bucks Vendor Agreement (if eligible, please return completed form)
- Double Up Food Bucks Vendor Eligibility Letter
- Online Banking Form (if chosen, please return completed form)
- Vendor Profile Page (please return completed form)
- Food Safety Fact Sheet, Food Sales & Date Marking (hardcopy will be handed out at Vendor meeting)
- Food Safety for Kansas Farmers' Market Vendors: Regulations & Best Practices Revised February 2025 MF3138
- Weekly Report Form (make a copy each week to share what was sold and what to advertise for next week)

Locations and Times for 2025 Farmers' Markets

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| Tuesday's 1:00-3:00 pm Cofachique Park on N. State Street Iola, Kansas \$45.00* | Thursday's 5:30-7:00 pm East side of Square Iola, Kansas \$65.00* |
| *T/TH Season \$110; early bird discount -10% = \$100.00, if pay before 3/31/2025. | Individual market season discount if pay before 3/31/2025 -10% - Tuesdays are \$40.50 and Thursdays are \$58.50. PER EVENING/DAY \$ 10.00 |

Please read the enclosures and return the Vendor Profile page, online banking form, and Double Up Food Bucks Vendor Agreement to the Allen County Farmers' Market, PO Box 2, Iola, KS, 66749, or email completed forms to info.allencountyfarmersmarket@gmail.com or give to Market Management at the Spring Vendor Meeting on Thursday, March 27, 6:00 pm at Riverside Park Community Building.

Bring the completed Producer Membership Application listing all items to be offered during the season along with the fee for the market(s) selected (see chart above) when you come to the Spring Vendors Meeting or the farmers' market for the first time. If you have questions feel free to contact Market Management by phone 620-228-3482 (call or text), or by e-mail at info.allencountyfarmersmarket@gmail.com.

Please bring to market or email to info.allencountyfarmersmarket@gmail.com the completed Weekly Report for each market you attend. This Weekly Report will give vendors a way to record their offerings for the day which becomes part of the record of the market.

Thank you for considering participating in the Allen County Farmers' Market.

Sincerely,

Debbie Bearden

Debbie Bearden
 Board Secretary
 Allen County Farmers' Market
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