

Auburn International Farmers Market

2016 Vendor Agreement for SNAP (Supplemental Nutrition Assistance Program)

The Auburn Int'l Farmers Market (AIFM) is implementing a new SNAP (formerly known as food stamps) program. The market's goal, with you as partners, is to provide a value-added revenue source for the vendors and to offer fresh fruits and vegetables to low-income families who receive these benefits.

For consistency in the program and clarity for the market customer, the AIFM requires that *all* vendors with eligible product participate in the program. Here is how it will work:

1. Customers will purchase Auburn Int'l Farmers Market SNAP tokens at the Market Manager Booth.
2. They will use tokens like cash to purchase your products (no change to be given).

Each vendor will be supplied with a market bag containing an invoice at the beginning of each market – keep your tokens in this bag. At the end of each market:

1. Fill out the supplied invoice and bring it and the bag with tokens to the Market Manager Booth.
2. We will confirm the token count on the invoice, sign it and give you the vendor, a copy for your records.
3. The invoice will go to our Finance Department, who will process it for reimbursement as a part of the regular invoice cut-off/check run dates. Checks are printed and mailed out twice each month, on the 1st and 3rd Tuesday of the month. A calendar of these dates is available at the Market Manager Booth, or can be sent to you at your request.

Due to Federal Regulations of the SNAP (Food Stamp Program), we are asking vendors to sign this agreement to assure that they are aware of the rules of the program. We see this program as a joint responsibility.

I, _____ on behalf of my business, _____ agree to abide by the rules described herein as they relate to the processing SNAP (Food Stamp) transactions. I/we agree to follow all USDA SNAP (Food Stamp Program) rules, as outlined on the bottom of this agreement. I/we understand that the Market Board has the right to remove vendors from the market who do not comply with these rules.

Vendor Signature (Date)

DBA or Business Name

AIFM Signature (Date)

USDA SNAP (FOOD STAMP PROGRAM) RULES

SNAP (Food Stamp) Benefits CAN be used to buy:

- Fruits, vegetables, eggs, meats, fish, poultry, dairy products, seeds and plants intended for growing food.

SNAP (Food Stamp) Benefits can NOT be used to buy:

- Non-food items
- Ready to eat foods or hot foods.

You may NOT set a minimum purchase requirement. NO cash can be given as change for SNAP (Food Stamp) tokens.

PREPARED FOOD VENDORS: SNAP (Food Stamp) Customers CANNOT purchase with SNAP (Food Stamps) tokens any prepared or hot food items that are intended to be eaten on site.