



701 Pine Avenue #161 • Long Beach, CA 90813
Phone: (818) 859-2001 • Fax: (562) 685-0800
Email: fer1681@aol.com
www.oldmcdonaldsfarmersmarkets.com

APPLICATION PROCEDURE

Thank you for applying with Old McDonald's Farmers Markets. The purpose of this information sheet is to make the application process for you easy and to ensure we receive all of the necessary papers for you to participate in our Farmers Markets. Be advised that you must be preapproved to participate in any of our Farmers Markets. Herein are the requirements and an outline of the application process. (Please note that all forms are available from our website at www.oldmcdonaldsfarmersmarkets.com)

FARMERS:

- All items must be produced by you in California and certified by the California Department of Food and Agriculture.
- You must complete the following forms and send them to our office before approval can be given:
 1. A completed application to the market or markets that you wish to attend. One application per market must be submitted.
 2. A signed copy of the Farmers Market Concession Booth Rental Agreement.
 3. A signed copy of the Market Rules.
- Along with the forms, also send the following:
 - a. A copy of your Certified Producer's Certificate.
 - b. A copy of a signed Employment Agreement listing all employees who will be working for you.
 - c. A copy of your insurance certificate as per our Insurance Requirements as required under the Farmers Market Concession Booth Rental Agreement. Once accepted you will need to add the following as additional insureds on your policies: Old McDonald's Farmers Markets and its successor and assigns, AND The specific Farmers Market locations you will be attending (e.g., "Sherman Oaks Farmers Market"), AND The City of the Farmers Market location (e.g., City of Sherman Oaks, CA).

CRAFTERS:

- All items must be handmade or created by the vendor applying to the market.
- You must complete the following forms and send them to our office before approval can be given:
 1. A completed application to the market or markets that you wish to attend. One application per market must be submitted.
 2. A signed copy of the Farmers Market Concession Booth Rental Agreement.
 3. A signed copy of the Market Rules.
- Along with the forms, also send the following:
 - a. A copy of your Seller's Permit.
 - b. A picture of your products / display.
 - c. A copy of your insurance certificate as per our Insurance Requirements as required under the Farmers Market Concession Booth Rental Agreement. Once accepted you will need to add the following as additional insureds on your policies: Old McDonald's Farmers Markets and its successor and assigns, AND The specific Farmers Market locations you will be attending (e.g., "Sherman Oaks Farmers Market"), AND The City of the Farmers Market location (e.g., City of Sherman Oaks, CA).

PREPARED AND PRE-PACKAGED FOOD VENDORS:

- You must complete the following forms and send them to our office before approval can be given:
 1. A completed application to the market or markets that you wish to attend. One application per market must be submitted.
 2. A signed copy of the Farmers Market Concession Booth Rental Agreement.
 3. A signed copy of the Market Rules.
 4. For Prepared Food Vendors, a signed copy of the Requirements for Cooking at Special Events.
- Along with the forms, also send the following:
 - a. A copy of your Seller's Permit.
 - b. A copy of your insurance certificate as per our Insurance Requirements as required under the Farmers Market Concession Booth Rental Agreement. Once accepted you will need to add the following as additional insureds on your policies: Old McDonald's Farmers Markets and its successor and assigns, AND The specific Farmers Market locations you will be attending (e.g., "Sherman Oaks Farmers Market"), AND The City of the Farmers Market location (e.g., City of Sherman Oaks, CA).

- For Prepared Food Vendors, you may be required to bring your own three compartment sink that meets Health Department requirements.
You should note on your applications whether or not you have one.
- If you are approved, we will fax you the necessary form to present to the Health Department to get your Temporary Event Permit. You will need to send us a copy of the Temporary Event Permit via fax or mail before participating in our markets.

Please note: Old McDonald's Farmers Markets does not provide tent(s) or materials for your booth. You must bring everything with you when you are accepted into a market. We require Fire Retardant tents (there will be a seal inside the tent with Fire Dept. approval).

FAX OR MAIL YOUR COMPLETED APPLICATIONS AND ACCOMPANING DOCUMENTS, PHOTOS, ETC.

TO:

Fax to:

(562) 685-0800

Mail to:

**Old McDonald's Farmers Markets
701 Pine Avenue #161
Long Beach, CA 90813**

YOU WILL BE CONTACTED WHEN WE RECEIVE YOUR PACKAGE TO INFORM YOU OF THE SUITABILITY / AVAILABILITY IN OUR MARKETS.

EXHIBIT A

FARMERS MARKET APPLICATION
(attched)

EXHIBIT B

INSURANCE REQUIRED FOR ALL FARMERS/VENDORS

(after approval)

(attached)

EXHIBIT C

MARKET RULES
(attached)