

## Application Form

Fill out this portion, detach from the rest of the brochure and return it to the Uptown Farmer's Market.

Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

### Please Mark Your Primary Product Category:

\_\_\_\_\_ Produce \_\_\_\_\_ Baked Goods \_\_\_\_\_ Crafts

\_\_\_\_\_ Prepared Foods \_\_\_\_\_ Serving Foods \_\_\_\_\_ Other

### Please Describe:

\_\_\_\_\_

Iowa Nutrition Programs:

WIC Nutrition Program Certification #: \_\_\_\_\_

SFMNP Nutrition Program Certification #: \_\_\_\_\_

I have read and agree to abide by the Uptown Ankeny Farmer's Market Rules and Regulations.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

### SELECT ONE FORM OF PAYMENT

\_\_\_\_\_ \$350 for Season payment due with application

\_\_\_\_\_ Weekly Basis (\$40 due each Saturday)

Preferred Date(s) of Attendance: \_\_\_\_\_

### For Office Use Only

Date Pmt Rcvd: \_\_\_\_\_ Proof of INS Rcvd: \_\_\_\_\_

Amount: \$ \_\_\_\_\_ Cash or Check # \_\_\_\_\_

## APPLICATION INFORMATION

**Completed application and proof of insurance must be received to be approved**

**Space preference is not guaranteed for any vendor.**

**We will give preference for spots under the pavilion to vendors from the past 2 seasons who turn in their applications by April 9th.**

**\*\*Vendor Meeting on Saturday, April 2nd from 10:00 am to 11:00 am at Ankeny United Methodist Church: 206 SW Walnut Street.**

## CATEGORIES

**PRODUCE:** Certified organic produce, chemical free produce and Iowa home grown produce.

**BAKED GOODS & SPECIALTY FOODS:** Breads, pies, cookies, cakes and other homemade foods, including honeys, mustards, and jams.

**CRAFTS:** Homemade home décor items, candles, soaps, handmade jewelry, and other art items.

**PREPARED FOODS:** Ready-to-eat items, such as sandwiches, cooked items, and snack items.

**SERVING FOODS:** is prepared or handled on site

**OTHER:** Agricultural/farm items that do not fall into the above categories (meats, eggs, cheese, poultry, etc.) or any other approved items

**In order to maintain a vibrant and appealing Market, all mass produced items or franchised items (i.e., Avon, Pampered Chef) will NOT be allowed. All applications are subject to approval by Uptown Farmer's Market Director.**

**Application acceptance is not guaranteed.**

**UAFM reserves the right to refuse acceptance of any vendor or items that is not in keeping with the rules or quality of the Uptown Ankeny Farmers Market.**

## PROOF OF INSURANCE

**ALL VENDORS MUST SHOW PROOF OF GENERAL LIABILITY INSURANCE COVERING THEIR OPERATIONS AND ANY EMPLOYEES. THIS DOCUMENTATION MUST BE ON FILE WITH THE UAFM'S DIRECTOR BEFORE VENDOR IS ALLOWED IN THE MARKET**

## APPROVED ITEMS

HONEY JAMS JELLIES FLOWERS POTTED PLANTS  
NOODLES PASTA DEHYDRATED FRUIT DRIED SOUP  
MIXES FRESH, IN-SEASON, FRUITS AND VEGETABLES  
--Washed and stored in clean containers, displayed at least 6" off the ground.

ORGANIC PRODUCE — Proof of certification prominently displayed.

EGGS- Cooled and kept cool at 45° F, not stored in USDA-certified container

BAKED GOODS- Completely covered by bag, box or wrap

CIDER- Pasteurization label or USDA-approved warning label.

MEAT, MEAT PRODUCTS, FISH, POULTRY- Contact Meat & Poultry Inspection Bureau (515-281-3338) regarding direct sales to consumers.

## UNAPPROVED ITEMS

**DAIRY PRODUCTS** –Raw milk, homemade butter

**SOFT PIES AND BAKERY GOODS-** With any fillings that include eggs as an ingredient.

**HOME CANNED FRUITS AND VEGETABLES**

**CIDER MADE FROM WINDFALL/DOWNFALL APPLES**

## CONTACT INFORMATION

**Uptown Ankeny Farmer's Market**

**PO Box 461**

**Ankeny, IA 50021**

**farmersmarket@uptownankeny.org**

**General Farmers' Market Questions:**

Iowa Department of Agriculture & Land Stewardship  
(515) 242-6239

Paul.ovrom@iowaagriculture.gov

www.iowaagriculture.gov

**Food Service Information:**

Iowa Department of Inspections & Appeals

Mike Speltz (515) 669-3266

www.dia.iowa.gov/food

## THE UPTOWN ANKENY ASSOCIATION

THE UPTOWN ANKENY FARMERS' MARKET IS OPERATED BY A SMALL GROUP OF VOLUNTEERS WITH THE SUPPORT OF THE UPTOWN ANKENY ASSOCIATION MEMBERS. VISIT OUR WEBSITE FOR A COMPLETE LISTING OF MEMBERS.  
www.uptownankeny.org

# RULES AND REGULATIONS

## FEES & TAXES

- Payment is required at the time of set-up.
- Vendors are responsible for filing sales tax statement, where applicable.
- Vendors serving food must purchase a Farmer's market Food Service License from the State of Iowa.**

## SPACE

- We will have designated loading and unloading zones.
- You will need your own carts to transport you items.
- Parking in designated parking lots is required
- Vendors will be ready to sell at 9am.
- Saturdays, May 21- September 24 (Closed Saturday, July 9)**
- Vendors stands will remain open until the market closes at noon.
- Space may not be sublet.
- Space, including the surrounding area, should be kept clean and free of debris, during and after the Market.
- All personal equipment and products/produce should be removed upon departure.
- The use of large trucks or detachable trailers is prohibited without special permission from the Market Manager.
- Vendors may attract attention to their articles ONLY in a manner that doesn't disturb neighboring vendors.

## PRODUCTS / PRODUCE

- Approved items actually produced, or grown in the vendor's garden, farm or home may be offered for sale.
- Only "Iowa Grown" products are allowed. All merchants must post where the product originates from.
- BROKERS, WHOLESALERS, AND RETAILERS CANNOT RESELL PRODUCTS OR PRODUCE THAT ARE IMPORTED FROM OUTSIDE THE STATE OF IOWA.**
- Only uncontaminated, bacteria-free items using standard agricultural and sanitary practices may be offered for sale.
- Sales are to be by container or item, not by weight or bulk. Sales by weight are permissible if scales are State of Iowa certified.**
- Vendor must charge fair market price for products. No price gouging is allowed. Also no product dumping at reduced prices is allowed.

**In the event the vendor fails to comply with these rules or the authorized direction of the Ankeny Market Manager, the vendor will immediately cease sales and vacate the space.**

Uptown Ankeny Association  
Uptown Farmer's Market  
PO Box 461  
Ankeny, IA 50021

# 2022

## Uptown Ankeny Farmers' Market

Featuring.....

- Homemade
- Homegrown
- Hand-Crafted
- In-Season Produce

Saturdays May 21 - September 24

Closed July 9th

9am-Noon

ANKENY MARKET PAVILION PARK  
715 West 1<sup>st</sup> St  
Ankeny, Iowa  
farmersmarket@uptownankeny.org  
www.uptownankeny.org