



Tulsa Farmers' Market (TFM)

2024 Vendor Application Form

Thank you for applying to the Tulsa Farmers' Market! Please be sure to read the 2024 Rules and Requirements prior to applying.

The Tulsa Farmers' Market (TFM) exists to highlight, promote, and support Oklahoma Agriculture by providing a marketplace where Oklahoma farmers, ranchers, gardeners, producers, chefs, and artisans can sell their products directly to consumers and educate the public about the availability and benefits of locally grown/raised agricultural products. TFM is a 100% producer grown market and is registered with the Oklahoma Department of Agriculture as an OK Grown Market. This distinct purpose will guide TFM Board of Directors and Market Management on which vendors and products are to be approved for the Tulsa Farmers' Market.

GENERAL INFORMATION:

Location: 1 S Lewis Ave. Tulsa, OK 74104 (Admiral Blvd & S Lewis Ave)

Booth Space Size: 10' x10'

ALL tents are required to have a minimum of 20-lbs. weight attached to each leg - NO Exceptions (vehicle tie-downs are acceptable).

DATES:

April - September, Every Saturday

HOURS OF OPERATION. 7:00 am -11 am

October- December, Every Saturday

HOURS OF OPERATION. 8:30 am -12 pm

Exception: TFM will be closed on any major holiday weekend including Halloween, Thanksgiving, and Christmas.

January-March, Every other Saturday. Exact dates TBA.

HOURS OF OPERATION. 8:30 am -12 pm

COSTS:

One-time nonrefundable application fee: \$25 (required for all new applicants)

Annual membership: \$100 (Due with application for returning vendors, due for new applicants after application approval)

Saturday Market: \$30/ booth space per market for a producer; \$35/booth space per market for a non-producer. (\$5 extra for spaces allowing a vehicle or trailer)

Payments can be made by check, money order or by cash. Please mail it to:
Tulsa Farmers' Market PO BOX 14572 Tulsa, OK 74159
**Please include the name of the business applying with payment

ADDITIONAL INFORMATION:

All self-contained vehicles (Trailers, self-contained trucks, etc.) must be listed on your applications. The total length and width must be shown on your application. This must include the tongue length of a trailer if the tongue is not removable. (i.e. a 22' trailer with a 3' tongue is really 25'). Our booths are 10 x 10'; therefore you will need to purchase booth space(s) to cover the length of your trailer.

Trailers MUST be in your space and parked no later than 1 hour before the market start time. If you arrive after that time it will be at our discretion to assign you another space so PLEASE ARRIVE EARLY.

Please note: various spots along the market footprint may be on slightly uneven terrain. Street grates, dips, and various non-level ground may be found so please be sure to bring whatever items you may need to stabilize or level your space.

ADDITIONAL REQUIREMENTS (LICENSES, PERMITS, ETC)

FOOD VENDORS (additional requirements):

Sales Tax ID
Food Handler's Permit
Current Health Dept license for kitchen, food truck, or push cart (unless operating out of a home kitchen and under the Food Freedom Act).

CRAFT VENDORS (additional requirements):

Sales Tax ID

EGG VENDORS (additional requirements):

Egg License from ODAFF

PLANT VENDORS (additional requirements):

Nursery license from ODAFF

PLEASE NOTE:

To make the market more successful for our vendors, we attempt to limit the quantity of like items to a reasonable number, but we cannot guarantee you will be the only vendor(s) of your craft or

item type.

Applications are due no later than Jan 31st, 2024 for the best consideration of the 2024 season.

Submission of application does not guarantee acceptance. If you are accepted you will be contacted via email no later than Feb. 9th.

Business Name: _____

Primary Contact: _____

Additional Contact: _____

Phone: _____

Primary Email: _____

Additional Email: _____

Mailing Address: _____

Business Address (if different):

Are you a new or returning vendor?

New

Returning

What kind of vendor are you?

Producer (farmer, rancher, etc.)

Prepared Food (baker, chef, etc.)

Craft

Service

Tell us a little bit about yourself and your business!

If you are a producer, do you hold any certificates such as USDA or OK Organic certification? *If so, please include documentation with your application.* Y or N

Have you participated in other farmers markets or similar events? If so, which ones?

Please list any Facebook or other social media accounts you'd like us to link to:

How many people were employed by this business last calendar year? _____

How many years has this farm/business been in operation? _____

If you are a prepared food vendor, do you operate out of a licensed kitchen? Y or N

Please note: If you are operating under the Food Freedom Act, you are still required to submit a food handlers permit with your application and follow all guidelines associated with Food Freedom Act such as labeling requirements. Details can be found here: <https://ag.ok.gov/divisions/food-safety/>

Type of booth set up:

___ Tent

___ Truck

___ Trailer

___ Other (please specify)

Are you willing to unload and park outside the market space? Y or N

My signature below certifies that I have read and understand the TFM Rules and Regulations, and agree to abide by all the Rules and Regulations of the TFM. I understand my membership in the TFM can be revoked. I also understand the TFM has the right to inspect my business with or without notice.

Signature _____ Date _____

Attached is my (check all that apply):

_____ \$100 Membership fee (Returning vendors only; New vendors will pay once accepted)

_____ \$25 Application fee (Required for new applicants)

_____ Licensing for kitchen/mobile permits/manufacturing permits/food handlers, etc.

_____ Licensing from ODAFF (Egg license, Nursery License, etc.)

Please mail this application, all relevant permits/licenses/certificates, and your payment to:

Tulsa Farmers' Market P.O. Box 14572 Tulsa, OK 74159