



Cheyenne Farmers Market 2024 Vendor Application

Complete and return the Vendor Application and the Hold Harmless Agreement page of the Rules and Regulations. Your signature on the Agreement indicates you have read, understand, and agree to the rules of the 2024 Cheyenne Farmers Market®.

VENDOR BUSINESS NAME: _____

CONTACT/INDIVIDUAL NAME: _____

ADDRESS: _____

CITY, STATE, ZIP CODE: _____

BUSINESS PHONE: _____ CELL PHONE: _____

EMAIL: _____ WEBSITE: _____

Please identify all item categories you intend to sell from:

- AGRICULTURE: Fruits, Vegetables, Gourds, Honey, Flowers and Plants, Mushrooms, other
- ANIMAL PRODUCTS: Beef, Pork, Bison, Goat, Lamb, Poultry, Cheese, other
- BAKED GOODS: Bread, Cakes, Candies, Cookies, Pastries, Pies, Pretzels, other
- PROCESSED FOODS: Coffee, Peanut Butter, Jams, Jellies, Oils, Pasta, Popcorn, Salsa, Sauces, Syrup, other
- CONCESSIONS: Ready to eat Burgers, Burritos, Ribs, Sandwiches, Popcorn, Nuts, Drinks, etc.
- ARTISAN: Jewelry, Arts and Crafts

PRODUCTS TO BE SOLD (be specific and note if any items are purchased for resale):

Is your business licensed? Yes No (submit a copy of your license & city permit with the application)
Are you operating under the Wyoming Cottage Law? Yes No (submit a copy of your city permit with application)

PLEASE INDICATE THE DATES YOU PLAN TO ATTEND:

- August 10 August 17 August 24 August 31 September 7th
- September 14 September 21 September 28 October 5 October 12

You will get a discounted price if you sign up for all 10 markets.

Number of 12x12 spaces: _____

Do you require access to a power pole? Yes No

Will you be using a generator? Yes No

Vendor Signature

Date

[See back for details →](#)

Return your completed application to: *Community Action of Laramie Co. PO Box 106, Cheyenne, WY 82003* or traci@calc.net. The Cheyenne Farmers Market® (CFM) is the annual fundraiser of Community Action of Laramie County, Inc. Our goal is to facilitate a cooperative environment for growers and producers to merchandise and interact with their consumers and to promote the sale of regionally grown produce and product, benefitting our local economy and our community. **ALL APPLICABLE VENDORS ARE REQUIRED TO HAVE A FOOD CART PERMIT FROM THE CITY OF CHEYENNE PRIOR TO THE START OF THE MARKET.**

RETURNING VENDORS:

- Complete and return your Vendor Application, the executed Hold Harmless & Rules Agreement and submit with your space fee, **by August 1, 2024**. Make your check payable to Community Action of Laramie County and mail to: PO Box 106, Cheyenne, WY 82003. You can also call 307-635-9291 to pay by card over the phone. You can also pay at our website www.calc.net, or by Venmo @1920CALC.

NEW VENDORS:

- Complete a Vendor Application, review the Rules and Regulations and, if you agree to follow them, sign the Hold Harmless Agreement and return them to CALC by **July 1, 2024**.
- The CFM Board Committee will determine your participation and notice will be given of their decision via email.
- After notification of approval, space fees should be submitted no later than **August 1, 2024**.
- Questions should be directed to the Market Manager, Traci Kyser at (307) 635-9291 ext. 3012 or traci@calc.net.

WHAT CAN BE SOLD:

- Raw Agricultural Products: vendor grown fruits, vegetables, grains, flowers, bedding, and potted plants.
- Value Added Agricultural Products: raw agricultural products grown by the seller that have been processed, including but not limited to, cheese, honey, jams, oils, soap.
- Processed/Prepared Food Items: including but not limited to baked goods, candies, seasonings, jams and jellies, green chilies, and popcorn. These foods are allowed to be made in home kitchens and must be sold directly from the producer to the final consumer.
- Meat and Poultry: must come from a Wyoming state or federally inspected meat plant and have been processed under inspection and be properly labeled..
- Artisan Items: must be handmade, designed and created by the vendor or a member of the vendor’s family or company. Resale by artisan vendors is not permitted.
- Dairy products: The Wyoming Food Safety Rule states that it is illegal to sell raw milk or products made from unpasteurized milk except certain aged cheeses. Raw milk cheese must come from an approved and inspected source.

Products sold at market should be grown or produced by the vendor. Produce bought from another producer MUST be approved MUST be labeled as such.

Vendors must abide by all applicable federal, state, and local health regulations and adhere to federal guidelines regarding labeling. *Refer to the Wyoming Department of Agriculture Food Safety Requirements for additional information.*

FEES:

In addition to space fees, vendors will be charged a fee of five percent (5%) of their *honest gross sales* each week. Vendors selling non-food items, such as plants, sell those items under the Comprehensive Merchant License purchased by CALC. **Space fees shall be paid in full by August 1, 2024, for all vendors.**

SPACE SIZE	FULL SEASON 10 Markets (discounted)	PARTIAL SEASON 5 or Fewer Markets	ONE MARKET/WALK- IN
12' x 12' Space (1)	\$300.00	\$200.00	\$50.00
12' x 24' Space (2)	\$615.00	\$400.00	\$100.00
12' x 36' Space (3)	\$930.00	\$600.00	\$150.00
12' x 48' Space (4)	\$1,245.00	\$800.00	\$200.00
12' x 60' Space (5)	\$1,560.00	\$1,000.00	\$250.00
12' x 72' Space (6)	\$1,875.00	\$1,200.00	\$300.00