

ABQ Uptown Growers' Market Information for Vendors 2011

Rules and Regulations

Please refer to ABQ Uptown Growers Market Rules and Regulations.

Market Hours

Last Tuesday in June through last Saturday in October
Saturdays and Tuesdays 7am-noon

Market fees

ABQ Uptown Growers Market fees:

- \$120 per space for entire season. Previously paid daily fees cannot be applied to season fee. Fee cannot be prorated. Cash or check. Pay market manager.
- \$13 per space per day. Cash or check. Pay market manager.

Market paperwork

ABQ Uptown market required paperwork:

- ABQ Uptown Growers' Market Application
- ABQ Uptown Growers' Market Rules and Regulations
- Copy of businesses licenses, as applicable (vendors selling produce are not required to have a business license)

City of Albuquerque fees and paperwork for food vendors:

- Complete "Application for Grower's Market Permit" form.
- \$15 fee, check made out to City of Albuquerque or cash if just raw produce and/or raw honey. Eggs must have proof of listing with NMDA and the city permit fee is \$50.
- For Processed or Prepared Foods contact the Market Manager for review and product approval.
- For processed or prepared foods there is a \$50 fee to the City of Albuquerque.
- The city now requires the Market Manager approve of the vendor before the Albuquerque Environment Department will issue permit. Applications for food permits must be obtained through the market manager.
- The vendor must display this permit at all times at their booth.

Craft vendors:

- Provide copy of City of Albuquerque business license to market manager

Renewal of licenses:

- All food permits and business licenses must be renewed yearly

Restrooms

Vendors and market patrons can use the restrooms located at ABQ Uptown Starbucks (South West corner of shopping center) or at Homewood Suites (located just north of the market across Uptown Loop road).

Hand-washing stations and New City Requirements for All Vendors

The City of Albuquerque is requiring all grower's market booths that sell food products of any kind have their own gravity hand wash station (soap and water, paper towels, catch bucket and garbage receptacle.) If sampling, you must also have a premixed sanitizer solution (1 teaspoon of bleach to one gallon of water in a spray bottle marked BLEACH) for food contact surfaces, cutting boards, utensils etc.

WIC

Vendors can apply to accept WIC checks. The market manager can help with the necessary paperwork. Vendors will be assigned a "farmers/ growers identification code number" by the Market Manager. After a number is obtained the market manager will supply the vendor with a placard to display the WIC number. Vendors accept the WIC checks from the patrons. WIC checks must be stamped at the market manager's booth at the end of each market. All produce vendors must re-register with WIC in 2011. Please contact Market Manager for new application for 2011-2013.

Set-up

Set-up begins at 6:00 am and should be complete by 6:45 am. Please let market manager know if you need to break down your booth before noon.

Vendors who pay a season fee are assigned a permanent space. Seasonal vendors may lose their assigned slot if they do not arrive at least 20 minutes before market opens. Vendors who pay a day fee are assigned a space on the day of market by the market manager.

All perishable items must be displayed and stored at least 12 inches off the ground. Vendors should bring table to display their goods and an umbrella or canopy. See rules and regulations for size restriction.

In each booth must display a no smoking sign, all relevant city permits and, if applicable, the WIC sign. Market manager can provide no smoking sign if the vendor needs one.

Market Contact

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