

# THE CHELSEA FARMERS MARKET CAFÉ

It's taken a while to develop a document that will be useful to café vendors and answer all their questions before their big day. But here goes!

## How to be a Café Vendor at the CFM Market Café

**FIRST, fill out the Café Vendors Application Form and return it to the Market Manager**

- Go to the Chelsea Farmers Market website (<http://www.chelseafarmersmarket.org>) and open the Market Café page.
- See a button **cfm\_pop\_up\_cafe\_vendor\_app\_2018.pdf**, and click where it says "download."

This will open the form and from there you can print it. At this point you can either:

- Fill it out by hand, scan it, and send it back as an email attachment to [manager@chelseafarmersmarket.org](mailto:manager@chelseafarmersmarket.org)
- Fill it out by hand and mail it to Chelsea Farmers Market, PO Box 126, Chelsea VT 05038.
- Alternatively, you can just read the form on your screen and send Jennie an email with the information requested (not using the form at all)!

**You are asked to pay a \$10 fee** to pay for the use of tables, chafing dishes, sterno heat modules, compostable dishes, to-go materials, cups, napkins, gloves, silverware, etc.

- The CFM board has determined that we want this operation to be zero waste so that we don't add more plastic to the landfill. \$10 is less than you would have to spend if you went out and bought plastic utensils, plates, cups, to-go dishes, napkins etc.
- Please pay this fee up front when you make your application.

## What to Expect When You Arrive on Your Market Café Day

**We have two tents that are dedicated to the Market Café:**

- The WHITE tent is your kitchen,
- The RED tent covers a new 8 ft picnic table and benches w/ seating for 8 – 10 people.
- This is where your customers can, if they choose, sit down and eat the food you have made.
- They can also take the food home or find another space on the green to eat.
- These tents will be set up for you when you arrive (unless you are coming really early!)

**Everything else is stored at the back of Mary's Shop** on the North Common. Here you will find:

- Three folding tables for food service
- Re-usable tablecloths
- Non-latex food services gloves
- Two chafing dishes to keep food warm and sterno/ canned heat, plus a pitcher to add water to the dishes (water can be obtained from Mary's Shop).

- COMPOSTABLE (not PLASTIC), plates, divided dishes, cups; knives, forks, spoons (made of sugarcane!); napkins
- Foil (recyclable) to cover divided dishes for to-go orders
- A trash can with large liner bags - sorry, they are plastic, we haven't reached zero plastic waste yet, but we're doing our best.

If you are making food that needs to be prepared on-site you will need to bring a grill, smoker, oven or whatever it takes to bring your food from raw ingredients to a yummy dinner!

The basic idea is that **all you will have to bring is the food** (already cooked or ready for cooking).

## What to Do When the Market is Over

Everything you took from Mary's Shop needs to be returned there, clean and ready for the next week's vendors.

- Please wipe down tables and pack all re-usable items in the box provided.
- If chafing dishes need to be washed, please take them home and return them to Mary's by the following Wednesday when the store re-opens
- If you notice we are getting low on anything - utensils, dishes, etc. Please let Jennie know [jenn\\_martin@charter.net](mailto:jenn_martin@charter.net) so that we can get more supplies before the next Café.
- A trash can (with large liner bag) is provided next to the Café kitchen, but vendors are requested to please take this trash bag home with you (and to the dump) b/c the town will not empty this trash can if it is left on the green.

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## Health and Safety Regulations per the CFM Café

### The VT Agency of Health

The following information pertains to permits and licensing for vendors who wish to sell prepared foods at the Chelsea Farmers Market.

### Monthly Food Vendors

Vendors who sell prepared food, hot or cold, are **exempt** from needing a permit or facilities inspection as long as they do **NOT vend more often than ONE time per month.**

### Weekly Food Vendors

A vendor who wishes to sell prepared food at the market **more frequently than 1x per month** is subject to the following regulations:

- Must have handwashing facilities and a 3-dishpan set up (hot soapy water/ hot rinse water/ bleach sterilizing solution + drainage facilities and storage for grey water, for washing serving utensils and any plates/ silverware that are not disposable.
- The bleach sanitizer concentration must be checked using a **Hydrion Micro Chlorine Test Kit**.

- Here is a link to a [Cambro](#) hand sink unit, which is one example of a setup which may be approved by the VT Agency of Health.
- There must be ground covering (plastic/ rubber mats) below the food prep area.
- Prepared food must be kept at <41 degrees F using coolers and ice packs. Coolers MUST have a drain to remove melted ice.
- Vendors must use a probe to ensure that meat (chicken, hot dogs, burgers etc.) is cooked to the required temperature.
- Non-latex food service gloves must be used when handling food.
- Food must be prepared and sold under a cover (tent) to prevent contamination from birds, weather etc.

### **Bakers – bread, pies, pastries, cakes, donuts etc.**

A license is NOT required for bakers of food that is sold completely cooked, as long as the vendor is not taking in more than \$6,500.00 (gross receipts) per calendar year.