

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
- 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 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.

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.