



CLARK FORK RIVER MARKET
VENDOR INFORMATION 2021 SEASON
The market will be opening on May 1st, 2021

Market staff

Laurie Schlueb – Executive Director
Tami Hubbard – Market Manager
Kim Jae Foley – Assistant Manager
Open position – Customer Service Specialist

1. COVID-19 Response

Covid-19 protocol will be the same as the end of season 2020. These may change through the summer as Covid restrictions are relaxed.

- a. Sampling will not be allowed.
- b. Vendors are expected to wear gloves.
- c. One person should handle transactions/money and another person handles products.
- d. Hand sanitizer will be available throughout the market
- e. Prepared food will be grab & go only.
- f. Café tables may be available as restrictions allow.

2. Market Location for 2021 Season

- a. The market will move west of the Higgins Street bridge, 101 Carousel Dr.
- b. Returning vendors will need to enter the booth numbers they were located in last season on their application.
- c. The market will be renumbering booths spaces this year.
- d. Vendors who need electricity will be placed next to outlets and will connect themselves – extension cords may be borrowed, if needed.

3. Apply online

- a. Apply online at www.clarkforkmarket.com/become-a-vendor
- b. Applications for Reserved Vendors are due by April 1, 2021.
- c. Reserved space payment for the season is due by April 30, 2021.
- d. Unreserved vendors may apply at any time during the 2021 season.

4. Missoula City-County Health Department Requirements

- a. Vendors are responsible for contacting the City-County Health Department to obtain required permits and registrations – they take approximately 4 weeks to process.
- b. Missoula City-County Health Department forms are available on our website: www.clarkforkmarket.com/become-a-vendor
- c. Permits and registrations must be received by the market manager prior to the first day you plan to attend the market.
- d. These documents can be uploaded with your online application or prior to the first day you plan to attend the market.

5. Tokens

- a. We have three types of tokens available at the market, SNAP, DSD and Cash Value.
- b. Old wooden tokens from prior seasons may be accepted.
- c. Please do not accept tokens from other farmers markets. CFRM cannot reimburse for these tokens.
- d. Vendors are required to count their tokens and record their tally; market staff will recount tokens when submitted.
- e. Checks will be issued at the time that the tokens are received.
- f. Vendors may cash in tokens any Saturday at the information table for payment.

6. Online Market

- a. Vendors selling online will be paid every other week via direct deposit.
- b. A direct deposit form will be provided to new vendors with they join the online market.

7. Partnering Organizations

Information about the following programs are available on the market website as well as links to their websites: www.clarkforkmarket.com/become-a-vendor

- a. WIC Farm Direct program
- b. Senior Coupons for older persons
- c. Double Snap Program sponsored by CFAC

8. Reminders for Day of Market

- a. Please be set-up and ready to sell 15 minutes prior to the start of market.
- b. To keep driving lanes open, please unload at your booth space, then park your vehicle before setting up your booth.
- c. **Do not park** in Caras Park parking lot. This is reserved for customers.
- d. Vendor parking is available in the Main Street parking garage or anywhere available on the streets.