**NTCC FARMER’S MARKET**

**Booth Registration Form**

Please read the following guidelines and provide the requested information in order to participate in the NTCC Farmer’s Market on Friday, July 2nd, \_\_\_\_\_\_\_\_\_\_, 2021.  **Please return this form and meet all requirements for participation no latter than 6: 00 p.m. (2 days prior to market day).** It is each individual or group/department’s/organization’s responsibility to:

Check in at the registration desk immediately upon arrival (located lobby of Ag Complex):

* Set up and tear down your display
* All displays should be set up by 8:30 a.m. and taken down by 2:00 p.m. market day.
* Event Hours: 9:00 a.m. to 1:00 p.m. Located beneath ag pavilion at Whatley Ag Complex
* Provide its own electrical cords if electricity is required

Name/contact info of vendor/organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Describe Booth (Type – info/display, plant sales, entertainment, and If Food, List Items Below)

Please note the following:

* ***Info/Display Booth*** - 1 table and seating for 2 to 4 will be provided some booths are located inside and all others will be under the pavilion. Booth assignments will be on a first come first serve basis.
* ***There are no fees with the farmer’s market***. Additional markets to follow and booth fee’s may be required.
* ***NEW: All processed foods sold will require a Food Handler’s License***. NTCC can assist you in getting this license if needed. Go to <http://www.texasfoodhandler.com> to get training cost $10.
* ***Administration reserves to refuse booth space or remove vendors that are deemed to be selling, marketing, or contributing to the Farmer’s Market in an unprofessional manner. No illegal products may be sold or marketed.***

Vendor signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Coordinator approval: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please print and complete this form and then scan and e-mail to:**rmccracken@ntcc.edu** This is the only way to accurately determine when information is received.