



2023 Cannon Falls Downtown Farmers Market

VENDOR APPLICATION

(Please submit this application, the ST19, \$100.00 vending fee per vendor, and all other applicable forms to: The City of Cannon Falls, 918 River Road, Cannon Falls, MN 55009).

YOUR BUSINESS NAME: _____

MN State Tax ID Number, (if applicable): _____

BUSINESS OWNER'S NAME: _____

PRIMARY SELLER'S NAME: _____

PRIMARY SELLER'S EMAIL: _____


PRIMARY SELLER'S ADDRESS: _____


PRIMARY SELLER'S PHONE NUMBER: _____

PLEASE NOTE: If you are selling produce, food product or other homemade farmers market items at the Cannon Falls Downtown Farmers Market in Cannon Falls, you are required to be approved by submitting all required forms as well as paying corresponding fees to the City of Cannon Falls prior to vending in the City Parking lot. Thank you!

***I understand that it is my own responsibility to carry general liability insurance and product liability insurance. The City of Cannon Falls will not provide this coverage.*

***Your fees will cover any Administrative, Public Works and Police support as well as the rental of the City parking lot for the 2023 season.*





I AGREE that submittal and payment of the enclosed application, entitles me to vend at the Cannon Fall Downtown Farmers Market.

I AGREE that the Cannon Falls Downtown Farmers Market nor the City of Cannon Falls is liable for any injury, theft or damage to either buyer or seller or their property arising out of or pertaining to preparation for or participation in the Cannon Falls Downtown Farmers Market whether such injury, theft or damage occurs prior, during or after the farmers market.

I AGREE to indemnify and hold the Cannon Falls Downtown Farmers Market and the City of Cannon Falls harmless for and against any claims for such injury, theft or damage.

I AGREE to produce, prepare, display and store all produce in accordance with applicable MN Department of Agriculture, MN Department of Health, and Goodhue County Health Department guidelines and regulations.

***Vendors selling baked goods, canned goods or pickled foods are required to be registered with the State of Minnesota Department of Agriculture and as an agent for Cannon Falls Downtown Farmers Market, the City of Cannon Falls will require that you provide a copy of your certificate to keep on file prior to selling said items.*

***Farmers selling eggs from their own flock should be registered with MDA as a small flock producer. Eggs must be held and transported at 45 degrees or less.*

DATE: _____

VENDOR SIGNATURE: _____

THANK YOU FOR APPLYING TO BE A VALUED VENDOR AT THE CANNON FALLS DOWNTOWN FARMERS MARKET! We appreciate your interest in joining us.

The Cannon Falls Downtown Farmers Market will run from June 3th – October 28th from 8:00 a.m. – Noon.

***Drop-in vendors are not allowed at this location.*

Vending spaces for 2023: Booths shall be 10' x 10'. Larger booths will need to be pre-approved by the City of Cannon Falls. Double booths, (i.e. 10' x 20' booths will be an additional \$100.00 for 2023 if approved). Vendor locations will be on a first-come, first-served basis. Youth vendors—16 and under will be free.



Operator Certificate of Compliance

Read the information on the back before completing this certificate. **Person selling at event:** Complete this certificate and give it to the operator/organizer of the event. **Operator/organizer of event:** Keep this certificate for your records.

Do not send this form to the Department of Revenue.

Print or Type	Name of Business Selling or Exhibiting at Event		Minnesota Tax ID Number	
	Seller's Complete Address		City	State ZIP Code
	Name of Person or Group Organizing Event			
	Name and Location of Event			
	Date(s) of Event			

Merchandise Sold	Describe the type of merchandise you plan to sell.

Sales Tax Exemption Information	Complete this section if you are not required to have a Minnesota tax ID number.
	<input type="checkbox"/> I am selling only nontaxable items.
	<input type="checkbox"/> I am not making any sales at the event.
	<input type="checkbox"/> I participate in a direct selling plan, selling for _____ (name of company), and the home office or top distributor has a Minnesota tax ID number and remits the sales tax on my behalf. This is
	<input type="checkbox"/> a nonprofit organization that meets the exemption requirements described below:
	_____ Candy sold for fundraising purposes by a nonprofit organization that provides educational and social activities for young people primarily aged 18 and under (MS 297A.70, subd. 13[a][4]). _____ Youth or senior citizen group with fundraising receipts up to \$20,000 per year (\$10,000 or less before January 1, 2015)(MS 297A.70, subd. 13[b][1]). _____ A nonprofit organization that meets all the criteria set forth in MS 297A.70, subd. 14.

Sign Here	<i>I declare that the information on this certificate is true and correct to the best of my knowledge and belief and that I am authorized to sign this form.</i>	
	Signature of Seller	Print Name Here
	Date	Daytime Phone

PENALTY — Operators who do not have Form ST19 or a similar written document from sellers can be fined a penalty of \$100 for each seller that is not in compliance for each day of the selling event.

Information for Sellers and Event Operators

Operators/organizers of craft, antique, coin, stamp or comic book shows; flea markets; convention exhibit areas; or similar events are required by Minnesota law to get written evidence that persons who do business at the show or event have a valid Minnesota tax ID number.

If a seller is not required to have a Minnesota tax ID number, the seller must give the operator a written statement that items offered for sale are not subject to sales tax.

All operators (including operators of community sponsored events and nonprofit organizations) must obtain written evidence from sellers.

Certain individual sellers are not required to register to collect sales tax if they qualify for the isolated and occasional sales exemption. To qualify, all the following conditions must be met:

- The seller participates in only one event per calendar year that lasts no more than three days;
- The seller makes sales of \$500 or less during the calendar year; and
- The seller provides a written statement to that effect, and includes the seller's name, address and telephone number.

This isolated and occasional sales provision applies to individuals only. It does not apply to businesses.

Sales Tax Registration

To register for a Minnesota tax ID number, call 651-282-5225.

A registration application (Form ABR) is also available on our website at www.revenue.state.mn.us.

Information and Assistance

If you have questions or want fact sheets on specific sales tax topics, call 651-296-6181.

Most sales tax forms and fact sheets are also available on our website at www.revenue.state.mn.us.

For information related to sellers and event operators, see Fact Sheet #148, *Selling Event Exhibitors and Operators*.

We'll provide information in other formats upon request to persons with disabilities.

CANNON FALLS DOWNTOWN FARMERS MARKET POLICIES AND PROCEDURES

The City of Cannon Falls, MN operates the Downtown Farmers Market in the City parking lot located at 500 Main Street West. These policies and procedures establish the rules and regulations for the farmers market.

Dates and Times: The farmers market operates each Saturday from 8 am to 12 noon over the summer and fall months. Annually, the City will set the date of the first and last farmers market for the year.

Application: Vendors must receive City approval prior to participating in the farmers market. In order to obtain approval, vendors must submit a complete application form, the applicable fee and any other required documentation required by the City. A copy of the vendor's Cottage License, where applicable, will need to accompany the application.

Denial: City may deny approval of any vendor for any reason including but not limited to false or incomplete statements on the application, sale of non-farmers market items, and failure to comply with these Policies and Procedures. A vendor who is denied approval may request a hearing before the City Administrator.

Approval: Upon approval vendor will be authorized to operate at the farmers market.

Vending Spaces and Fees: A standard booth is sized 10' x 10' for a fee of \$100 per season. Vendor locations will be on a first-come, first-served basis each Saturday.

Revocation: Approval may be revoked for any failure to comply with these Policies or Procedures. A vendor whose approval is revoked may request a hearing before the City Administrator.

Off-Hour Vending: Vendors may request approval to sell their items at days and times outside of the regular farmers market hours. The request may be made on the standard application and may be part of the vendor's application to operate during regular farmers market hours. All rules, regulations and fees will still apply to all off-hour vendors. The only area that can be used for off-hour vendors is located in the City parking lot across the median that separates the south tier of the parking lot from the middle tier, just north of stalls 2-4. PLEASE NOTE: vending here can only be done if vehicles are not already occupying this space. Alternate locations may not be used.

**CITY OF CANNON FALLS
GOODHUE COUNTY, MINNESOTA**

**ORDINANCE NUMBER 376
SECOND SERIES**

**AN ORDINANCE OF THE CITY OF CANNON FALLS, MINNESOTA AMENDING
CITY CODE CHAPTER 114 AND CHAPTER 152 RELATING TO FARMERS
MARKETS**

THE CITY COUNCIL OF THE CITY OF CANNON FALLS HEREBY ORDAINS AS
FOLLOWS:

Section 1. City Code Section 114.02 provision (B) is amended by inserting the words “farmers market,” after the words “multi-person bazaar”.

Section 2. City Code Section 152.021 by inserting in alphabetical order the following definition:

FARMERS MARKET: An outdoor, public and recurring assembly of farmers/ranchers/growers or their representatives selling the food or plants that they produced (including but not limited to fruit, vegetables, meats, cheeses, bakery products, jams/jellies, and flowers/plants/seedlings) directly to consumers.

Section 3. City Code Section 152.627 is amended by inserting a new provision (F) to read as follows:

(F) Farmers markets accessory to a “governmental or public regulated utilities, buildings or structures necessary for the health, safety and general welfare of the city” permitted use.

Section 4. This ordinance shall become effective upon its passage and publication.

PASSED AND ADOPTED by the City Council of the City of Cannon Falls, Minnesota, this 18th day of May, 2021.

John O. Althoff, Mayor

ATTEST:

Neil L. Jensen, City Administrator

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