



# Farmers Market/Hub Registration Application

Choose one:	<input type="checkbox"/> Farmers Market	<input type="checkbox"/> Farmers Market Hub
Choose one:	<input type="checkbox"/> New	<input type="checkbox"/> Renewal (if renewal, simply list market name and any changes or updates to previous application)

Name of market or hub \_\_\_\_\_ City \_\_\_\_\_

Physical location (include address and/or landmarks) \_\_\_\_\_

Geographic region of vendors (can be defined as community, city, county, or state) \_\_\_\_\_

Calendar of operation (must include months, days and hours) \_\_\_\_\_

Benefit programs accepted \_\_\_\_\_

Contact (must be market manager or advisory board member) \_\_\_\_\_

Mailing address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ Phone number \_\_\_\_\_

E-mail \_\_\_\_\_ Market website \_\_\_\_\_

Social media \_\_\_\_\_

### **Please attach the following information:**

1. Copy of markets guidelines and/or by-laws
2. Letters of intent to sell at the market/hub from at least four independent vendors of raw food products (produce, meat, eggs, dairy, honey, nuts, food-bearing plants)
3. List of advisory board members with phone numbers and emails (if established for this market)
4. 100 word or less description of the market for promotional purposes

### **Research and Data Collection (optional)**

How many vendors does your market have? \_\_\_\_\_ How many of the vendors primarily sell produce? \_\_\_\_\_

Do you have certified organic producers? \_\_\_\_\_ If so, how many? \_\_\_\_\_

How many vendors are new or beginning farmers? (less than 10 years of experience) \_\_\_\_\_

How many vendors are a military veteran? \_\_\_\_\_

Gross sales from previous year? \_\_\_\_\_ Indoor or outdoor market? \_\_\_\_\_

**Statement of acknowledgement**

I acknowledge that all registered farmers markets and farmers hubs will be required to follow Oklahoma State Department of Health regulations related to food processing, food preparing, food storage and food sales, specifically Title 310, Chapter 257 and 260 of the Oklahoma Administrative Code.

(This can be found on the Secretary of State’s website [www.oar.state.ok.us](http://www.oar.state.ok.us) or can be sent to you by request.)

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**OK Grown designation**

If the market guidelines and/or bylaws require that all products sold at the market or hub be grown, raised and processed in Oklahoma, the market is eligible for “OK Grown” status. Markets located in counties adjacent to a bordering state are permitted to have 20% of their products from that state. Markets achieving this designation are permitted to use the OK Grown logo in their marketing materials as well as allowed to purchase stickers and bags from ODAFF as they become available. Individual vendors are also eligible providing proof of product origin is produced upon request.

Oklahoma Grown: YES  NO

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A renewal application must be submitted each year in order for a market or hub to maintain “registered” status and to receive promotion through ODAFF programs such as Oklahoma Agritourism. Information from this application will be used to create a profile of the market/hub on [OklahomaAgritourism.com](http://OklahomaAgritourism.com). Changes can be made to the profile throughout the year. Contact [Micaela.Danker@ag.ok.gov](mailto:Micaela.Danker@ag.ok.gov) for any updates.

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I hereby agree that the information provided in this application is accurate to the best of my knowledge. ( \_\_\_\_\_ ) agrees to comply with the requirements necessary to

Market Name

maintain its membership as a designated *Registered Farmers Market* or *Registered Farmers Market Hub* with the Oklahoma Department of Agriculture, Food & Forestry. I also understand that failure to comply with all of these provisions may result in the market losing its *Registered Farmers Market* or *Registered Farmers Market Hub* designation.

Signature \_\_\_\_\_ Date \_\_\_\_\_

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For assistance please call Micaela Halverson at 405.740.0794

Email or Mail completed applications to:  
Oklahoma Department of Agriculture, Food, & Forestry  
Attn: Micaela Halverson  
P.O. Box 528804  
Oklahoma City, OK 73152

[Micaela.Halverson@ag.ok.gov](mailto:Micaela.Halverson@ag.ok.gov)



# Letters of Intent

Four letters of intent (or vendor contracts) from at least four independent vendors of raw food products (produce, meat, eggs, dairy, honey, nuts, food-bearing plants) must be submitted with each market/hub registration.

1

I, \_\_\_\_\_, plan to sell raw food products at the \_\_\_\_\_  
Vendor Name Market/Hub Name

for the \_\_\_\_\_ season.  
Year

Name of business \_\_\_\_\_

Raw food products I plan to sell \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

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2

I, \_\_\_\_\_, plan to sell raw food products at the \_\_\_\_\_  
Vendor Name Market/Hub Name

for the \_\_\_\_\_ season.  
Year

Name of business \_\_\_\_\_

Raw food products I plan to sell \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

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3

I, \_\_\_\_\_, plan to sell raw food products at the \_\_\_\_\_  
Vendor Name Market/Hub Name

for the \_\_\_\_\_ season.  
Year

Name of business \_\_\_\_\_

Raw food products I plan to sell \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

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4

I, \_\_\_\_\_, plan to sell raw food products at the \_\_\_\_\_  
Vendor Name Market/Hub Name

for the \_\_\_\_\_ season.  
Year

Name of business \_\_\_\_\_

Raw food products I plan to sell \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_