

Grand Rapids Farmers' Market Vendor Agreement: EBT/Food Stamp Tokens, Debit/Credit Card Tokens, Mighty Matching Dollars (MMD), Market Bucks (MB), and Power of Produce (PoP)

Vendor Instructions:

RED 1\$ Tokens, MMD, and MB

The EBT/SNAP (Red \$1 Tokens) Process Overview

- Guests using EBT cards/SNAP will decide how much they want to spend.
- They swipe their card at the Market booth – the money will be deposited into the market account.
- There is no fee to EBT customers for this service.
- The guest will get \$1 RED tokens to use at member/vendor booths
- They will also get matching MMD & MB for up to \$10 of EBT \$ swiped each day for a possible total of \$20 in matching funds.
- Guests can spend tokens and matching right away or they can save them for another day when they return to the market.
- **NO CHANGE** can be given for RED tokens/MMD/MB.
- **You can accept Red tokens, MMD, & MB as payment for:** vegetables, fruit, dairy products, meat, eggs, bread, jam, pickles, wrapped baked goods and pastries. Also seeds or plants that produce food or herbs (i.e. tomato or basil plants).
- **You CANNOT accept Red tokens, MMD, & MB as payment for:** hot foods or beverages, or other sales taxable food items, cut flowers, decorative plants, pet food, alcohol, tobacco, any prepared Ready to Eat (RTE) item (i.e. ice cream bars, hot dogs, pizza), or any sales taxable non-food items.
- It is **ILLEGAL** to exchange cash for EBT/SNAP/MMD/MB benefits.
- \$1 tokens/MMD/MB will be worth the same as \$1 bills – products will be priced the same for EBT(Red Token)/MMD/MB guests.
- EBT(Red Token)/MMD/MB guests must pay for their purchase at the time of the sale.

Credit/Debit Card (Green \$5 Tokens) Process overview

- Guests using Credit or Debit cards will decide how many tokens they would like to purchase.
- They will swipe their card at the Market booth – the money will be deposited into the market account.
- The guests will get \$5 GREEN tokens to use at member booths – GREEN tokens can be used to purchase any item in the market, the same as cash.
- Guests can save tokens to be spent at a later date.
- Change for GREEN tokens must be given in cash. You cannot give RED tokens or MMD in exchange for GREEN tokens.
- You can sell: anything you sell in the market. GREEN tokens work the same as cash.
- \$5 tokens will be worth the same as \$5 bills – products will be priced the same for token customers.

Power of Produce Overview:

- Children age 2 to 12 register for the PoP Club at the market booth.
- Every day a PoP Club child attends the market, they get a \$2 coupon to spend on fresh produce or plants that will produce food.
- Vendors are encouraged to have \$2 items of fruit, vegetables, or food-producing plants available for children to buy with their PoP coupons.
- PoP coupons can be used only for fresh vegetables, fresh fruit, or food-producing plants. PoP coupons cannot be used to buy baked goods, canned items, meat, Ready-to-Eat (RTE) foods, honey, maple syrup, candy, or non-food items.
- Change cannot be given for PoP coupons. PoP items for children to buy must be priced at exactly \$2.

Reimbursement Procedures

- All tokens and MMD/MB and PoP coupons must be turned in to market staff for reimbursement. Management strongly suggests early morning is the best time for turn in for both staff and you. Deadline is 11:00 am to have your tokens “count” on the day of turn-in.
- Once members/vendors receive Red \$1 tokens, MMD/MB, or PoP coupons from a customer, they will not use those tokens for any kind of further transaction. They cannot be legally used by a member/vendor to purchase anything from another member/vendor. They are turned in only to authorized market staff for reimbursement. Using Green \$5 tokens you did not personally purchase to buy from your neighbor is not good citizenship because you are sticking the other vendor with the transaction fee. Please be a good citizen.
- Members/vendors will fill out a GRFM supplied TOKEN/MMD/MB/PoP Turn In Form with your count of the \$1, \$5 tokens, \$1 Mighty Matching Dollars, Market Bucks, and PoP coupons being turned in. Please use bags or containers for the tokens and cards.
- GREEN tokens (only) can be used to pay stall rent when you turn them in to market staff for reimbursement.
- If you have any questions or concerns about this program, please talk to the Market Manager who will be happy to provide answers and explanations.

AGREEMENT:

I agree to follow all of the above rules.

I understand that if market staff observe or receive evidence of my failure to abide by this agreement, I will not be reimbursed for tokens collected incorrectly, the market will immediately suspend or terminate my approval to accept tokens, and the offense may result in a fine or affect my ability to participate in the market.

I understand that it is my responsibility to inform my family and employees of these rules before they sell at the market on behalf of my farm or business.

I may quit participation in this program at any time, as long as I notify market staff before doing so.

Print Vendor Name _____

Vendor Signature

Date

I verify that I have spoken to the vendor named above about the market token program, seeking translation if needed. I am confident that they understand all of the above rules and are willing to participate in the program.

Market Staff Signature

Date

Initial Training Date