

**ABQ Uptown Growers' Market  
And  
Presbyterian Hospital Growers' Market  
Information for Vendors  
2014**

**Rules and Regulations**

Please refer to Growers Market Rules and Regulations.

**Market Hours**

Last Tuesday and Saturday in June through October  
Saturdays 7 am-noon At ABQ Uptown Shopping Center  
Tuesdays 7 am until Noon at Presbyterian Hospital parking lot

**Market fees**

***Growers Market fees:***

- \$120 per space for entire season. Previously paid daily fees cannot be applied to season fee. Fee cannot be prorated. Cash or check. Pay market manager. Half off second market season fee if paying for both.
- \$15 per space per day. Cash or check. Pay market manager.

**Market paperwork**

***ABQ Uptown market required paperwork:***

- ABQ Uptown Growers' Market Application
- ABQ Uptown Growers' Market Rules and Regulations
- Copy of businesses licenses, as applicable (vendors selling produce are not required to have a business license)

***City of Albuquerque fees and paperwork for food vendors:***

- Complete appropriate permit application form.
- \$15 fee, check made out to City of Albuquerque or cash if just raw produce and/or raw honey. Eggs must have proof of listing with NMDA and the city permit fee is \$50.
- For Processed or Prepared Foods contact the Market Manager for review and product approval.
- For processed or prepared foods there is a \$50 fee to the City of Albuquerque.
- The city now requires the Market Manager approve of the vendor before the Albuquerque Environment Department will issue permit. Applications for food permits must be obtained through the market manager.
- The vendor must display this permit at all times at their booth.

***Craft vendors:***

- Provide copy of City of Albuquerque business license to market manager

***Renewal of licenses:***

- All food permits and business licenses must be renewed as required.

### **Restrooms**

ABQ Uptown Vendors and market patrons can use the restrooms located at ABQ Uptown Starbucks (south west corner of shopping center) or at Homewood Suites (located just north of the market across Uptown Loop road).

Presbyterian Vendors and market patrons can use the restrooms at Presbyterian Hospital, just west of the market location on Central Avenue.

### **Hand-washing stations for All Vendors**

The City of Albuquerque is requiring all grower's market booths that sell food products of any kind have their own gravity hand wash station (soap and water, paper towels, catch bucket and garbage receptacle.) If sampling, you must also have a premixed sanitizer solution (1 teaspoon of bleach to one gallon of water in a spray bottle marked BLEACH) for food contact surfaces, cutting boards, utensils etc.

### **WIC**

Vendors can apply to accept WIC checks. The market manager can help with the necessary paperwork. Vendors will be assigned a "farmers/ growers identification code number" by the Market Manager. After a number is obtained the market manager will supply the vendor with a placard to display the WIC number. Vendors accept the WIC checks from the patrons. WIC checks must be stamped at the market manager's booth at the end of each market. All WIC vendors must re-register with WIC in 2014. Please contact Market Manager for new application, or check the website for the updated one when available from NMDOH.

### **Set-up**

Set-up begins at 6:00 am and should be complete by 6:45 am. Please let market manager know if you need to break down your booth before noon.

Vendors who pay a season fee are assigned a permanent space. Seasonal vendors may lose their assigned slot if they do not arrive at least 20 minutes before market opens. Vendors who pay a day fee are assigned a space on the day of market by the market manager.

All perishable items must be displayed and stored at least 12 inches off the ground. Vendors should bring table to display their goods and an umbrella or canopy. See rules and regulations for size restriction. All canopies require weights.

In each booth must display a no smoking sign, all relevant city permits and, if applicable, the WIC sign. Market manager can provide no smoking sign if the vendor needs one.

### **Market Contact**

[abquptowngrowersmarket@gmail.com](mailto:abquptowngrowersmarket@gmail.com)

Website: [www.abquptowngrowersmarket.com](http://www.abquptowngrowersmarket.com)