



VENDOR PACKING LIST

All items with a * next to them are provided by the Spark program

***Table and chair(s):** Make sure your table is light enough that you can carry and set it up while being sturdy enough that it does not sag under your products. A chair gives you something to sit on for breaks—high stools are great for visibility behind your display!

Cash Box and/or POS System: Make sure your payment methods are clearly advertised. Not all markets have hydro available, so make sure your systems are all charged up and make sure to bring plenty of small bills and change if you are accepting cash.

***Tablecloth:** Bring a tablecloth that is easy to wipe down, or toss in the laundry, and covers your whole table. Tablecloths that reach all the way to the ground are great to hide stuff stored under the table.

Paperwork: Make sure to bring a list of your products and prices, your vendor permit, a sales sheet, and a list of ingredients of any processed product you sell.

***Canopy:** Remember to bring canopy weights as well!

Packaging: Pack any needed product packaging or bags for sold items, if you are offering them. Consider compostable or zero-waste options.

Display items: Signs/boxes/baskets, or whatever props you are using to make your display attractive!

Business Cards, Promotional Materials: If you have business cards or pamphlets with information about your farm or food business make sure to bring them. Include your contact information and social media links if you have them.

Dress for the weather: Bring clothes for any weather—markets are most often 'all weather' outdoor markets so come prepared.