Downtown Hays Market Supplemental Nutrition Assistance Program Vendor Agreement

This agreement for the Downtown Hays Market (DHM) Supplemental Nutrition Assistance Program (SNAP) is between the DHM and an authorized farmer vendor.

SNAP TOKENS: HOW IT WORKS

- Customers report to the DHM Market Managers table to swipe their SNAP Card and receive SNAP tokens.
- They will receive either $1 tokens or $5 tokens, depending on their preference. SNAP tokens will under no circumstance be exchanged for cash by the customers.
- Vendors may turn in their SNAP tokens for reimbursement at any time during the DHM season. SNAP token reimbursement will be the first market day of each month.
- Vendors can accept only the DHM wooden tokens at the DHM and cannot accept any other markets tokens or printed scrip.

SNAP ELIGIBLE ITEMS

SNAP tokens may be used to purchase all food intended to be eaten at home.

- This includes four basic food groups: breads/cereals; dairy products; fruit and vegetables; and meat, fish, and poultry.

SNAP tokens may also be used to purchase snack foods, and candy. Also, seeds or plants that produce food may be purchased with the SNAP tokens.

ITEMS THAT ARE NOT SNAP ELIGIBLE

SNAP tokens may NOT be used for hot or prepared for immediate consumption food. Other items not eligible under these programs are cut flowers, decorative plants, pet food, or other nonfood items.

OTHER PROGRAM REQUIREMENTS

- NO CHANGE can be given for SNAP tokens. We encourage vendors to add or subtract product in order to create an even dollar amount if the customer does not have an even total. Vendors should not give customers products before they receive payment.
- It is illegal to exchange cash for SNAP benefits. Vendors will not exchange SNAP tokens for US currency with any person except for authorized DHM staff.
- Vendors must post the furnished SNAP signs provided by the market, identifying the vendor's stall as an authorized SNAP vendor. Products will be priced the same for SNAP customers as all other customers.

Agreement:
This agreement allows the above mentioned VENDOR to participate in the SNAP program through DHM. The VENDOR is bound by this agreement to follow all guidelines, as set forth by federal and state authorities and DHM.

Please initial the following:

_____ I agree to accept DHM SNAP tokens for the SNAP/EBT Program.
_____ I agree to follow all of the above rules and those included in the Retailer Guide provided by the US Department of Agriculture.
_____ I will not exchange SNAP tokens for anything other than product.
_____ I understand that if DHM 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 food assistance benefits, 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.

_____
Business Name

_____
Vendor Printed Name

_____
Vendor Signature

_____
Date