

Department for Children and Families*Economic Services Division**ATTN: 3SquaresVT Farm to Family*

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Waterbury, VT 05671-1020

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Agency of Human Services

Hello Farm Stand Manager,

We would like to offer you the opportunity to participate in the 2020 Farm to Family Season.

We are excited to get this season off to a great start and it all starts with you. Enclosed in this packet you will find all the necessary forms and documents to get your farm stand enrolled as an authorized farm stand for this season.

You must complete the following by **May 11, 2020**:

- Read the Rules and Procedures
- Read the Financial Policies and Procedures
- Read, Sign and Return the 2020 Farm Stand Agreement
- Complete and Return the Federal Taxpayer Identification Number Assurance Form
- Complete and Return the W-9
- Complete the Farm Stand Training
- Complete and Return Farm Stand Information Form

When the completed Farm Stand Agreement, Federal Taxpayer Identification Number Assurance Form, W-9 and farm stand information form are returned to the Farm to Family program we will mail you a 2020 Authorized Farm Stand packet. That packet will include all the necessary information for you to redeem coupons and be a successful participating Farm to Family Farm Stand. **Please note you are not authorized to accept coupons until you receive the authorized farm stand packet sent in June.**

You must return the required forms to the Farm to Family coordinators by **May 11, 2020**. We will be unable to enroll farm stands after this deadline.

If you have any questions on the information in your packet or about the program, please contact the Farm to Family Program Coordinators at ahs.dcffarmtofamily@vermont.gov or (802) 241-0955.

Thank you,
The Farm to Family Team:
Hayley Turner Lawyer and Emily Hammond

