



## VENDOR CONCERN FORM

The Market Manager has the right to deny or restrict any vendor or vendor representative's access to the market for failure of not following the Three Rivers Market Rules. Problems, complaints, or concerns must be directed immediately to the Market Manager.

The Three Rivers Farmers' Market strives to provide a fair and equal opportunity for all participants to sell and purchase only quality products at a fair and reasonable price. All vendors and the Three Rivers Market Manager have received a copy of the market rules and understand the importance of their cooperation. The grievance procedure is in place to help insure this policy is followed.

If you feel a vendor or any other participant has acted in a way that harms the Three Rivers Farmers' Market please supply the following information:

Your Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Name of the vendor or person in question: \_\_\_\_\_

**Your Concern.** Please use your vendor handbook to reference the rule or policy with which you have a concern. If this is a complaint regarding a Vendor, specify Vendor's name.

\_\_\_\_\_  
\_\_\_\_\_

Market date and approximate time at which the violation occurred (if any): \_\_\_\_\_

Please state the specifics of the violation of the rule. Provide any evidence that supports your concern.

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
*Signed*

\_\_\_\_\_  
*Date*