

Market Day Cheat Sheet

EBT Tokens



- EBT tokens and SNAP Market Match need to be counted separately and given back to the market when you turn in your daily sales sheet. Turning in currencies after each market will avoid payment delays.
- Do you have containers or something to put EBT tokens in?
- Do you have a “EBT Tokens Accepted Here” sign or sticker? This is recommended.



SNAP Market Match



Color changes every year



- Do you have the SNAP Market Match sign? This sign is required.

WIC and Senior Farmers Market Nutrition Program (FMNP)

and

WIC Fruit & Vegetable Benefits



This sign is for Honey Vendors Only



- Is your smartphone/tablet or device software updated? Is it fully charged? Did you pack a charger?
- Do you have your username and log-in information for the WIC Direct Vendor Portal? Do staff who are selling for you have theirs?
- Do you have the WIC and Senior FMNP sign (June to October only)? The sign is required June to October.

- Do you have the WIC Fruit & Vegetable Benefit sign (November to May)?



- Do you have some way to fasten all the signs to your booth?
- Save market manager’s cell number in case you need to contact them before the market.
- Report total sales for each food access currency on each market’s daily sales sheet. Ask the manager if you have any questions.

Need to Know Information

WIC or Senior FMNP and WIC Fruit & Vegetable Benefits

- FMNP season is June 1 to October 31 only. WIC Fruit & Vegetable Benefits can be used year-round.
- Shoppers can use these for fresh fruits, vegetables, herbs, or mushrooms.
- Senior FMNP can be used for honey. WIC **cannot** be used for honey.
- Only authorized vendors can accept FMNP and WIC Fruit & Vegetable Benefits.
- Shoppers use a QR code that is either on a plastic card (Senior or WIC) or on the WIC Shopper or Senior FMNP app. The QR code could be on a piece of paper too.
- Shoppers are supposed to enter their PIN.
- If shoppers don't know their PIN, tell them to call the customer service number on the back of their card.
- If shoppers don't know how many benefits they have available, tell them to call the customer service number on the back of their card or they may be able to check their WIC Shopper or Senior FMNP app.

How to run a transaction

1. Log-in to the WIC Direct Vendor Portal (<https://vendors.cdpehs.com>) on your smartphone/tablet with your username and password.
2. Tap the three bars in the upper right screen, and then tap your name.
3. Tap New Purchase.
4. Select the appropriate camera, and then tap Start Scanning.
5. Scan the shopper's QR Code that is on their Senior or WIC card, Senior FMNP app, WIC Shopper app, or a piece of paper.
6. Select Location from the drop-down menu at the beginning of each farmers market (location will stay the same unless you manually change the market location).
7. Type the total Purchase Price.
8. Have the participant type their PIN.
9. Click Submit Purchase.

EBT Tokens

- Shoppers can use these for many food items. Check currency cheat sheet for specific list by currency.
- You **cannot** give shoppers change for EBT tokens.
- Don't confuse EBT tokens with Credit/Debit tokens. If you accept both at a farmers market, be sure to keep them separated. You can give change (cash only) for Credit/Debit tokens.
- EBT tokens should be kept secured. Treat them as if they were cash.
- Turn in your EBT tokens each market day. Do not save it up to turn in at the end of the season.
- Try not to accept EBT tokens from a different farmers market. You may not get payment for these EBT tokens.
- Shoppers might present you with their EBT card (called the Quest card) or SUN Bucks card. Tell them to go to the market's Information Booth to swipe the card and get EBT tokens.

SNAP Market Match paper currency

- Shoppers can use these for fresh fruits, vegetables, herbs, mushrooms and plant starts.
- You **cannot** give shoppers change for SNAP Market Match currency.
- Turn in your SNAP Market Match each market day. Do not save it up to turn in at the end of the season.
- Look for the color for the year. 2026 SNAP Market Match is lavender.
- If you get SNAP Market Match from the year before, let the manager know as soon as possible.