

## **Sauk Rapids Farmers Market 2010 Season Market Standards and Rules**

**Vendors must agree to abide by the market standards and rules.  
Please check box on application and sign.**

### **MARKET STANDARDS**

- 1) This Market is limited to 30 vendors. **All applications will be reviewed and approved by the Board. This group reserves the right to limit like vendors for appropriate balance.**
- 2) **Season vendor dues are \$50 for the Vendor Membership only(then the weekly stall fee is \$10 day), or \$200 for a Total Season Payment(includes the \$50 Membership and \$150 Season Stall Fee).**
- 3) Vendors are encouraged to notify the market manager when they cannot attend the market.
- 4) Market stalls are 15 feet wide.
- 5) When available, additional stall space will be provided on a first come/first serve basis by market manager. Request for extra space **must be** given to market manager at least one week prior to market day when needed. There is a \$10 fee for each additional stall space.
- 6) Stall fees are waived for the market manager.
- 7) Products must be grown or produced within a forty (40) mile radius of the market location.
- 8) **Vendors must grow or produce the products/services they sell. Purchasing items for resale is NOT allowed.**
- 9) The Board reserves the right to limit the number of craft vendors. Crafts will be juried by the Board to determine appropriateness for market.
- 10) Vendors must provide directions to production locations.
- 11) The market manager and Board reserve the right to inspect a producer's operation.
- 12) Vendors must provide a copy of liability insurance that covers product sales at the market.
- 13) Proper licensing, inspection, and certification are the responsibility of each vendor.
- 14) Vendors of non-food items must have a sales tax ID number. Vendors of shrubs and trees must have the proper license. All food products must meet Minnesota requirements to be sold at the market.
- 15) The primary seller at the Market must be the owner listed on the Application.
- 16) A variance may be granted by the Board for unique products contributing to market diversity.

## MARKET RULES

### SETTING UP

1. The Market is open rain or shine at 3:00 p.m. each market day. The market manager has the right to close the market early due to severe weather.
2. The market manager will assign stall space upon arrival of vendors; check-in time will begin at 2:00 p.m.
3. Vendors must be on-site and have set up their space(s) by the opening of the market. Special circumstances may be approved by the Market Manager with prior notification from the vendor.
4. No selling of items before the market manager opens the market. This includes preorders. Vendors are not allowed to make early purchases. They may, however, ask other vendors to set items aside before the market opens for purchase later.
5. Only vendors whose applications have been approved by the Board may participate in the market.
6. Vendors are responsible for providing their own stall tables, bags, change, canopies, and any other sales items needed.
7. Vendors are **required** to have a sign displaying their name or farm name.
8. Electricity will not be provided for vendor use.

### GENERAL SALES RULES

1. No pets, except for service animals, are allowed at the market.
2. No alcoholic beverages are allowed at the market.
3. Vendors are responsible for maintaining the quality and safety of their market stall spaces(s).
4. Smoking is not allowed anywhere on church grounds; smoking inside a vehicle is permitted.
5. Vendors are to be courteous to fellow vendors, customers and the market manager(s)—no obscene language, derogatory comments, shouting, hawking, or other disruptive behavior will be tolerated.
6. Vendors must represent themselves appropriately at all times (dress, cleanliness, etc.). Proper attire, including shirts and shoes, is to be worn during market hours.
7. No live animals may be sold at the market.
8. Price and terms of sale are between the buyer and seller only.
9. Collection and remittance of sales tax is the sole responsibility of the vendor.
10. Vendors will not be allowed to leave the market early (e.g. when sold out) for safety reasons and due to the impact that their absence will have on the rest of the market.
11. Vendors of products containing peanuts or other nuts must display a prominent sign as such.
12. Vendors are responsible for cleaning up their own stall space. All debris and garbage must be removed from the property by the vendor.
13. All vendors must leave the market site within 30 minutes after the market closes.
14. The market will guarantee customer satisfaction and may request refund from appropriate vendor.

### ENFORCEMENT PROCEDURE FOR RULES AND STANDARDS

#### **(Enforcement action taken by market manager with discretion to take matter to the Board)**

Complaints pertaining to violation of rules and standards must be made in writing to the market manager.

1<sup>st</sup> violation—market manager will discuss issue with vendor, and give the vendor a written warning

2<sup>rd</sup> violation—vendor is suspended from the market for two (2) weeks. By a Board decision, the vendor may be prohibited from participating in the market for the remainder of the season.