

Example of Farmers Market Rules

FARMERS' MARKET RULES OF DOWNTOWN FARMERS' MARKET of Big Lake, Inc.

The Downtown Farmers' Market is intended to provide healthy, fresh produce and other assorted nutritional non-commercial foods to the residents of, and visitors to, the community and surrounding area. Both small and large vendors of produce and non-commercial food items will find a supportive outlet for the sale of their goods. The Market will encourage commerce, entertainment and trade in downtown Big Lake, and help display the city's history, uniqueness, charm and potential.

MARKET RULES

(IMPORTANT: Please read and sign the Market application. Return it, with your exhibit fee, to the Market Manager. Your signature indicates that you have read, understand and agree with the rules.)

VENDOR EQUIPMENT AND SUPPLIES

Each vendor is responsible for providing and removing any and all equipment and supplies he or she requires to do business on the Market site. This includes signs, tables, chairs, products and equipment utilized for clean-up purposes.

SIGNS

All signs must remain within the allotted vendor's exhibit space and must not block traffic or pedestrian ingress or egress, or interfere with other vendors' display or views.

EXHIBIT SPACE

Market management has full authority to assign exhibit space. Requests for particular sites will be given consideration but management reserves the right to assign and locate all vendors. Stall space will be assigned by 3:00 pm on the Friday preceding Market day for all vendors whose fees are paid by that time, and may be confirmed by calling 123-456-7899 between 3:00 pm and 5:00 pm on the Friday preceding Market day. (Please note this number has changed from last year.)

HOURS OF OPERATION

The Market shall operate every Saturday from 8:00 am - 12:00 noon. (**Please note the times have changed from last year.) All vendors must remain at the Market site until the 12:00 noon closing, and must vacate the Market site by 1:00 pm.

SET-UP, CLEAN-UP AND BREAKDOWN

Set-up starts at 7:00 am and must be completed by 8:00 am.

Vendors are responsible for removing all garbage from their stall space area. Stall spaces are to be left in the same condition as when rented.

Breakdown starts at 12:00 noon and must be completed, and stalls vacated, by 1:00 pm.

PERMIT DISPLAY

All vendors must display their permit pass in order to occupy a stall site. Permits shall remain on display during Market hours.

DOWNTOWN FARMERS' MARKET of Big Lake, Inc.

VEHICLES AND PRODUCT DISPLAY

Vehicles shall not be utilized as a display or dispensing area for Market goods unless it is a refrigerated unit for perishable items. No vehicle may remain running during Market hours other than for purposes of refrigeration of product. The use of canopies, awning and sun-umbrellas are encouraged.

PERMITTED MARKET ITEMS

Fresh produce, plant items, flowers, baked goods, jellies, jams, preserves, and other non-commercial food items may be sold.

No cooking will be allowed on-site.

The Market Manager will resolve any doubt as to the suitability of an item.

No soliciting or political or religious activities shall be permitted within the Market area.

Displays of public interest, such as nutritional, health or consumer information, may be displayed with the permission of the Market Manager.

All products must be sold, displayed and stored from a surface above the ground. All vendors must utilize tables, shelves, cases or other structures for these purposes.

FEES (All fees are utilized for publicity for the Market.)

Ten-foot x ten-foot (10'x10') stall spaces are \$15.98 including tax per Market day or \$319.50 including tax per Market season (October through April). Spaces with electricity are \$21.30 per Market day or \$340.80 per season. Vendors paying on a per Market day basis must pay their fee by 5:00 pm on the Thursday preceding Market day and pick up their display permit Market morning.

Payment on a seasonal fee basis must be made prior to the first Market day of the Market season, as announced by the Market Manager. Seasonal fees may be pro-rated for vendors seeking to rent exhibit space after the Market season has commenced at the discretion of the Market Manager.

No reimbursement will be made for fees paid if a vendor decides to no longer participate at the Market.

The Market Manager shall consider reimbursement in case of illness or death.

Vendors may call the Market at 123-456-7899 concerning Market closure due to inclement weather.

Vendors shall be credited for fees paid if inclement weather causes cancellation of a Market day.

Fees shall be waived for participants of the Community Gardens Program.

MISCELLANEOUS

Vendors are responsible for collecting and remitting their own sales tax.

Vendors are responsible for all permits required by Florida or local County to sell their products.

The sale or consumption of alcoholic beverages on the market site is prohibited.

All rules may be revised by the decision of the Market Board.

ENFORCEMENT OF RULES

The Market Manager is responsible for enforcing the Market rules. Possible violations will be discussed and resolution attempted. Vendors selling prohibited items will be asked to remove those items from sale or leave the Market.

Unresolved problems will be referred to the Market Board. Continued violations will result in being banned from the Market with no reimbursement of fees paid.

Any vendor challenging another vendor's product's legitimacy or conduct must file a written complaint with the Market Manager, giving the name of the vendor and the product or situation they feel may not be in compliance with Market policies. The complainant must date and sign their name to the complaint and the Market Manager will attempt resolution. If resolution is not possible, the complaint will be referred to the Market Board.

INSURANCE: Vendors are encouraged to consider obtaining individual liability insurance for products sold.

The Institute of Food and Agricultural Sciences (IFAS) is an Equal Employment Opportunity - Affirmative Action Employer authorized to provide research, educational information and other services only to individuals and institutions that function without regard to race, creed, color, religion, age, disability, sex, sexual orientation, marital status, national origin, political opinions or affiliations. For information on obtaining other extension publications, contact your county Cooperative Extension Service office.

Florida Cooperative Extension Service / Institute of Food and Agricultural Sciences / University of Florida / Larry R. Arrington, Dean