

# Prosser Farmers' Market, PO Box 501, Prosser, WA 99350

## Summer Market Rules and Regulations

1. The market will be open to the public from 8:00 a.m. to 12:00 p.m. every Saturday beginning the first Saturday in May and continuing through the last Saturday in October.
2. All products must be **GROWN OR PRODUCED BY THE SELLER**. Products allowed to be sold at the market are; fruits, vegetables, herbs, flowers, plants, other agricultural/horticultural products, quality handicrafts, and valued-added food products. Upon approval of the market manager, produce not grown locally may be sold by local vendors.
  - A. Produce - The Prosser Farmers' Market is for farm-fresh, locally grown products, and is not an outlet for wholesale produce. Produce should be insect-free, fresh, and have no residual that cannot be removed by normal washing. Only the highest quality produce will be allowed for sale at the market. The market manager reserves the right to request any vendor to remove merchandise that is deemed unacceptable or inappropriate. The vendor may request a meeting of the Farmers Market Board to appeal this decision.
  - B. Food Items - These must be produced by the vendor from raw ingredients. The market manager reserves the right to limit the number of food vendors. Food items must be prepared in an approved, certified facility. The market manager must be supplied with copies of current licenses and health cards.
  - C. Bedding & Landscape Plants, Flowers and Herbs - These must be grown by the vendor from seed, cuttings, bulbs, or plant divisions.
  - D. Handicraft Items - These must be pre-approved by the market manager. The market manager reserves the right to limit the number of handicraft vendors allowed to participate. Vendors are responsible for the collection and filing of sales tax.
  - E. Value Added – These must be pre-approved by the market manager. Value added items must be prepared in an approved certified facility.

### 3. **VENDOR OBLIGATIONS**

- A. At the time of registration, vendors will provide copies of any permits and licenses applicable to the sale of their products. Examples are: organic certification, nursery licenses, and kitchen licenses. Vendors are required to comply with all state and local health code and food demonstration requirements. Vendors selling fresh/natural fruits, vegetables, herbs, spices and honey are not required to have a permit from any agency. All other food vendors are required to have permits either by the: Washington State Department of Agriculture, Food and Drug Administration or the Benton-Franklin Health Department.
- B. No vehicles, tables, product, boxes, sign, or any part of the sales booth will be outside of the vendor's space limits.
- C. The vendor will post a sign identifying the name of the farm, business or organization represented. Vendor will attempt to provide a fun environment and an attractive display of products that will be conducive to a profitable sales environment. Signs will be of good quality.

- D. Scales must be licensed annually by the Washington Department of Agriculture (WDA) 575-2754.
- E. Vendors are required to keep their sales spaces attractive and clear of debris during the market and for cleaning up thoroughly following the market. Refuse and unsold product will be removed from the premises by the vendor.
- F. Vendors will conduct themselves in a courteous manner and interact with customers in an appropriate way that will increase sales and reflect the objectives of the PFM Board.
- G. All vendors who wish to erect canopies on the farmers market site during a normal period of market operations, including the set up and breakdown period, are required to have their canopies sufficiently and safely anchored to the ground from the time their canopy is put up to the time it is taken down. Any vendor who fails to properly anchor his or her canopy will not be allowed to sell at the farmers market on that market day, unless that vendor chooses to take down and stow their canopy and sell without it.

#### 4. FEES

- A. The FEE for a (10' frontage) at the Prosser Farmers' Market is \$15 per Saturday, paid to the market manager by 11:00 a.m. A reserve space will be \$20 per space for the year or you will be assigned a space on a first come first serve basis. Reserved spaces will be reserved on a seniority basis. Every effort will be made to accommodate vendors who wish to have the same space each Saturday.
  - B. The CO-OP DUES will be \$30 per year payable on the first day you attend the market. One time vendors will pay dues of \$10 per Saturday to a maximum of \$30.
5. The **LOADING AND UNLOADING OF VEHICLES** must take place before and after regular market hours. Vendors should be in place no earlier than 7:00 a.m. and no later than 7:30 a.m. Absolutely no vehicles will be allowed to move in or out during market hours. If you sell out and are in an easy space to exit you must obtain permission from the market manager before leaving.
  6. All rules of the market will be enforced by the market manager. The market manager has ultimate, on-site authority.
  7. All vendors shall receive a copy of the rules upon registering. The vendor will be required fill out a registration form and sign a Contract of Indemnity stating that the rules have been read and understood.
  8. The market manager reserves the right to prohibit individuals from selling any product that does not reflect the objectives and atmosphere of the FMB. There will be no discrimination because of race, color, creed, sex, religion, age or nationality.
  9. All vendors will be required to report their sales. A sales reporting form will be provided and collected each Saturday. All information provided will be kept confidential.
  10. The market manager reserves the right to make on site farm visits at random.

**THE PROSSER FARMERS MARKET IS UNDER THE DIRECTION OF THE FARMERS MARKET CO-OP. FOR INFORMATION OR TO RESERVE A SPACE AT THE MARKET, CALL Linda Hall (509) 786-9174.**