

SILVER CREEK FARMERS' MARKET: 2007 Rules & Regulations

***2007 Dates & Location:**

Saturdays, May 27-September 30 (subject to change)
Railroad Avenue just east of Main Street

***Hours & Set-up Procedures:**

Vendor application MUST be completed and signed before permitted to sell at the Market.

Hours are exactly 8:00 a.m.-11:30 a.m.

ABSOLUTELY NO SALES ON MARKET GROUNDS BEFORE 8:00 A.M OR AFTER 11:30 A.M

Market will operate **RAIN OR SHINE**. The only exception would be a storm warning in effect during the time of Market operation. It is left to the vendor's discretion to set up in case of inclement weather.

Approximate set-up times are as follows: Season vendors (with assigned stalls): 7:00 a.m. Weekly vendors (check-in for stall#): 7:15 a.m.

Vendors are allowed to drive into their stall until 7:45 a.m. After 7:45 a.m., vendors must handcart items into their stall space. Any vendor arriving after 8:00 a.m. to begin set-up will not be allowed to participate. All vendors must be ready to sell by 8:00 a.m.

NO VEHICLES MAY MOVE IN THE MARKET AREA BETWEEN 8:00 A.M. AND 11:30 A.M. If there is an emergency, inform the Market Manager so that pedestrian traffic can be cleared and your vehicle escorted safely from the market.

Please be considerate of other vendors by arriving on time in order to expedite set-up for all vendors.

***PARKING & CLEAN-UP**

If vending from a table, unload your vehicle, then move your vehicle to the designated parking area.

Each vendor will be responsible for keeping their area clean and picked up during and after the Market

***EQUIPMENT AND SUPPLIES**

It is the responsibility of the vendor to provide items necessary to conduct business including, but not limited to: display table(s), shade devices, sunscreen, signage, rope, change, cash boxes, merchandise bags, extension cords, tape, decorations, display equipment, and product-specific state and federal licenses as required by law

***SIGNAGE**

Vendors are required to have a sign with their name and location of where the produce is grown or items are made. Vendors must also list prices. Signs can be simple or elaborate and can have a business name rather than your own personal name. Street addresses are not necessary, just towns. The best signs are black or white boards that can be changed throughout the season to reflect product availability.

***STALL ASSIGNMENT**

All weekly stall spaces will be held until 7:30 a.m. on Market days, unless notification has been given. Deadline for that notification is 12 Noon on Thursday. Weekly vendors are not guaranteed the same stall space each week. However, season vendors will be assigned the same stall space every week. *If a season vendor is absent from the Market, SCFM management has the right to offer that stall to weekly vendors*

***STALL FEE**

One stall space is approximately 8' X 14' and vendors are required to stay within their allocated space. Vendors who require additional space will be charged an extra fee.

NO refunds or rollover of fees to a subsequent week are allowed. Refunds will only be given if the Market is closed at the determination of the Market Manager.

Subletting of stall space is prohibited.

All checks returned by your bank will incur a \$25 fee and must be redeemed in cash. After a second returned check, the charge is \$35, and the vendor will be required to pay in cash from that point forward

***Weekly Vendors**

-Call (712) 525-1160 by Thursday noon to reserve stall space. **Note: Stall space cannot be guaranteed until stall fee has been paid.**

\$5 per week for one stall—weekly basis

\$3 per week for a second stall

***Season Vendors**

\$90.00 for full season

\$45.00 for a second full season stall space

10% discount for paying by May 1

***Sales Tax**

Vendors are responsible for collection, reporting, and paying sales tax to the State of Iowa for sale of all taxable items (non-food items)

***CRAFTS AND SERVICES**

-A limited number of craft and personal service stalls are available each week.

-All craft/art items for sale must be the original work of the artist.

-Personal services include, but not limited to massage, hair braiding, etc.

***RULES**

-NO ITEMS OFFERED FOR SALE MAY BE JOBBED. All products must be the original produce or work of the vendor. No item offered for sale will be commercially made, created or produced without value added by the vendor. Only regional growers, family members, or their employees may sell at the SCFM. A grower is defined as someone who is responsible for both planting and harvesting the produce without regard to whether or not they own the property.

-Produce offered for sale must be free from harmful pesticide residues and any applications must have been made according to manufacturer's directions.

-All food items must be free from insects and spoilage. All produce must be washed.

-Any abuse of or derogatory action toward SCFM management will result in the vendor being expelled immediately.

-Violations of the rules and regulations of the SILVER CREEK FARMERS' MARKET will result in the following sanctions by SCFM Management:

1. First violation results in a verbal warning.
2. Second violation results in a written warning.
3. Third violation for the same offense results in expulsion from the Market on that day, with no stall refund.
4. Fourth violation results in expulsion from the Market for the balance of the season with not refund of vendor fees.

GENERAL INFORMATION & MANAGEMENT

-SILVER CREEK FARMERS' MARKET reserves the right to deny stall space to any vendor at any time. SILVER CREEK FARMERS' MARKET will not discriminate against any applicant for stall space because of race, color, religion, sex, disability, national origin, age or marital status. Vendor's signature on the application verifies that the vendor has carefully read, understands, and agrees to all provisions of the Agreement.