

Lincoln County Farmers' Market Rules and Regulations

Ratified March 7th, 2024

Mission: The Lincoln County Farmers' Market Association seeks to provide local farmers, artisans, and craftsmen with an outlet for the sale of fresh produce, agriculture products, prepared foods, and hand-crafted items, while educating the community about the source of their food and promoting local enterprise. The Lincoln Farmers' Market Association is organized exclusively for public purposes and is a not-for-profit organization.

Goals and Vision:

The Lincoln County Farmers' Market will strive to:

Increase access to fresh, locally produced, nourished and safe foods for all people.
Encourage, support and promote the entrepreneurial efforts of local, independent, and small-scale farmers, local growers, and local artisans, seeking to sell their products directly to consumers.

Create an opportunity for people to meet, eat, and share stories, recipes, and knowledge in a place dedicated to the cultivation of local products and talents.

Participation:

Participation is open to growers, harvesters, bakers, makers of prepared food, and artisans (hereafter, the vendors) within the Magic Valley. The market strives to be a producers-only market. Vendors must participate in production of the product they sell. Resale vendors are not permitted.

Location and Time

Location: **Lincoln County Courthouse Lawn**

Selling Season: **May-October**

Day(s) of the week: **Friday**

Hours of operations: **4-8 p.m.**

Set up time for vendors: **3 p.m.**

Tear down starts at **8 p.m.**

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Management:

The Market Manager shall enforce all the rules and regulations of the market and work with the vendors to assist in their success. The Market Manager or her/his representative will be present at the market during all operations, and is the sole authority on all matters regarding the execution

of the market. If questions or problems arise on market day, they will be resolved by the market manager. Market Manager duties include, but are not limited to:

1. Overseeing the set-up and breakdown of the market
2. Assuring all vendors are in compliance with market regulations and safe food regulations.
3. Addressing any disputes or complaints.
4. The Market Manager shall be aware of all health and sanitation rules and regulations affecting open-air farmers markets.
5. Collecting and recording sales fees from all vendors.
6. Social-Media and physical promotion of the market.
7. Supervision of educational and entertainment activities.
8. Solicitation of new vendors, performers, & artists.

Vendor Eligibility

The Lincoln County Farmers' Market strives to be a 50% or more producer/agricultural market.

A Producer is defined as a person who grows, raises, or makes the product and may also include the producer's immediate family, partners, employees or local cooperatives.

The Lincoln County Farmers' Market gives priority to 100% grower/producer goods over craft and artisanal items. Resale of purchased items is not permitted, except under special circumstances approved by the Board of Directors.

Vendors must be located within Lincoln County, or have a reasonably demonstrated business interest in the county. Vendors that are located outside of the county will be permitted to sell at the market at the discretion of the Board and the Market Manager.

Vendor Information: Applications, Fees, Space assignment, Sales Times and additional Information

Vendors will be asked to annually submit a market application to the Market Manager. Applications may be modified and updated throughout the season.

Guest Vendors must get permission to participate by the Manager and/or by the Board the day of their participation and submit the Market application before setting up their booth.

Included within the permanent or guest vendor admittance is a "Hold Harmless" agreement that the vendor must sign. This agreement means the vendor will hold Lincoln County Farmers' Market and its representatives harmless concerning product liability or other factors that relate specifically to the vendor's business practice.

Permanent Vendors must commit to the entire market season and participate on a regular basis (a minimum of 75% percent of market days). Produce availability may limit market beginning and ending days. Part-time vendors will strive to attend 50% or more of markets. All other vendors will be considered guest vendors.

Guest Vendors will participate based on the discretion of the Market Manager.

Vendors will be charged fees to cover the operating costs and related expenses to assure the viability and quality of the market. The Market Association will collect 6% of all vendor sales, after taxes.

The Market Manager or representative will make vendor space assignments in a fair and equitable manner based on the needs of the market, seniority, previous attendance, sales volume, and terms of commitment.

A Vendor Space is defined as a designated area to not exceed 15 feet wide by 15 feet deep. Pickups and trailers with product in them for inventory can be used with Board approval.

Vendors are required to stay until 8pm unless they are completely sold out of product or have made arrangements with the market manager.

Vendors are required to stop selling at 8pm. They must leave their spaces clean and remove all displays and trucks by 8:30pm.

Displays

Tables, Tents, Canopies, Pop-ups, umbrellas, signs and display items must be in good condition and used at vendors' own risk.

At no time shall the safety and convenience of customers or vendors be compromised by any vendor's display.

Posting of current licenses, certifications and inspections are highly recommended. At a minimum, vendors should have copies available at their sites.

Guidelines for Market Products

Product Labeling and Pricing

All home-prepared consumable products must meet Idaho Department of Agriculture, Idaho health and welfare public safety, and Consumer Services (IDACS) rules and regulations.

Vendors set their own prices and are responsible for accurately representing their products. All Scales or weighing devices must have a current and valid certification sticker signed by the ID Department of weights and Measures.

Vegetables, Fruits, Nuts, and Herbs

Produce must be fresh, of the best quality, and locally grown. Over ripe vegetables and fruits must be labeled and marked as suitable for sauce or preserves. Nothing must be cut without a permit and education for the public health department.

Baked Goods, Processed Fruits and vegetable-jams, preserves, fruit syrups and purees, dehydrated foods and seasonings, and frozen Dairy and Fruit Products

Products should highlight local produce, seasonal ingredients and be freshly prepared by the vendor.

Products for Consumption at the market/product

Samples-

Beverages and other products for consumption at the market- including items for samples- must comply with the IDACS and/or health department regulations.

Honey- Honey and bee pollen must be from a local beekeeper's hive but may be processed and bottled off farm. Resale from a local beekeeper that does not attend the market will be permissible with board approval.

Meat

All meat products must be 100 percent from animals raised from weaning by the farmer or partner. Animals may be butchered or processed off farm. Meat must be certified and/or inspected under the regulations according to the department of Agriculture.

Milk/Dairy and Cheese

Milk must be from the dairy owner's herd or creamery. Cheese and other dairy products must be made by the vendor. Vendors must be licensed and inspected according to the department of Agriculture.

Eggs

Eggs must be from the farmers/farmers representative own fowl. Labels that include the name of the farm, contact information, stating that the eggs are ungraded and the amount are required. Resale from a local chicken producer that does not attend the market will be permissible with Board approval.

Plants, Fresh-Cut Flowers, and Greens

The grower must grow potted plants and cut material. Potted plants and cut plant material must not be on the state or federal list of invasive, rare, and/or endangered plants published by the Division of Natural Heritage.

Value-added Products

Candles, soaps, creams, lotions, massage oils, insect repellents, and scrubs must be made by the vendor with locally grown and produced ingredients.

Seasonal and Holiday Products

Dried flower and herb bouquets, decorative berries, fruit, pods, cones, pumpkins and wreaths should be produced from material grown or gathered on the vendor's property, or acquired from a local source.

Liability Insurance

Vendors are strongly encouraged to ensure that their insurance will cover off-site sales and liability of their products. Any insurance that the market holds will only cover the market itself.

Certificates

When applicable, attach the appropriate state/USDA inspection certificates.

1. Organic growers must present a certificate of Organic Production from the USDA National Organic Program.
2. For cheese and other dairy products, meats and baked goods, the producer must supply documentation of compliance with the local IDACS ordinances and inspections.

Taxes, Licenses, and Permits

Vendors must have in their possession any licenses, certifications, and permits required by law for all products. **The collection and filing of all related taxes are the responsibility of the individual vendor. The Market Manager will not provide temporary sales tax permits.**

Health, Sanitation, and Safety

Each vendor must abide by all state and federal regulations that govern the production, harvest, preparation, labeling, or safety of products offered for sale at the market. Vendors are liable for their own products.

Miscellaneous

Vendors will be responsible for the collection and removal of all refuse generated from sales at their space.

The use of tobacco products, alcohol or illegal substances are not permitted at the market.

Behavior by the vendors or customers judged to be disruptive or detrimental to the peaceful operations of the market will not be allowed and the Market Manager or representative can ask the offender to leave. If an offender refuses to leave, police will be involved.

Small children brought to the market by vendors must be kept under the supervision of a designated adult.

Any unsafe or unsanitary conditions should be brought to the immediate attention of the market manager.

No live animals, fowl, or fish may be sold at the market.

Leashed dogs are welcome at the market. Any disruptive behavior from a pet may be asked to leave by the manager or representative.

Any accident or injury must be immediately reported to the market manager and to 911 if necessary.

Neither Lincoln County Farmers' Market nor its representatives are responsible for damage or loss of any personal belongings.

Anyone who participates in the market, whether vendor, customer, or otherwise-attends at his/her own risk. Vendors will operate at their own risk and assume liability from the customers.