

# Avon Farmers' Market

## 2011 Rules & Regulations

### A. Joining the Market

1. Membership in the Avon Farmers' Market is limited to **producers** who sell products of their own yield, typically fresh produce, meat and eggs, and goods processed from their own yield, and to **vendors** who sell baked goods, and handcrafted products. No more than 25% of the total membership will be vendors.
2. Membership requirements are:
  - a. Production site is within a thirty mile radius.
  - b. Completion of a membership application submitted to and approved by the Board of Directors.
  - c. Agreement to abide by the rules and regulations determined by the Board of Directors.
  - d. Liability insurance for selling at market is strongly suggested.
  - e. Payment of a nonrefundable annual membership fee prior to any selling at the market. The stall fees are included in the annual membership fee, which is determined annually by the Board of Directors.
3. The Board of Directors has the right to make an occasional exception to membership rules on a case by case basis when doing so serves the Market yet remains true to the purpose.

### B. Board of Directors

1. The Board of Directors consists of six representatives with at least one being a representative from the community. The term of each director is three years. Directors may be re-elected.

### C. Market Location and Operating Hours

1. Days, hours and location of the Avon Farmers Market are determined annually by the Board.
2. The 2011 Market will be held on Tuesday afternoons from 3:00 until 6:00 pm from July 5<sup>th</sup> through October 11<sup>th</sup>. The location will be on the grassy area between the ball field and St. Benedict's Catholic Church.

### D. Preparing for Market Day

For unique products, some exception of the following rules may be possible with the approval of the Board of Directors or as otherwise stipulated in Market rules.

1. At least one day before a market day, members notify the Market Manager of their intent to sell that day.
2. Stall allotments are 15 feet.
3. A member or a family member may sell only produce that the member grew on land he or she owns or rents. By exception, the Market Manager or Board of Directors may approve a producer's main employee as salesperson on an occasional basis if such an employee has full knowledge of the product and how it was produced.
4. Producer members may offer for sale:
  - a. Vegetables, fruits, herbs, cut or dried flowers, bulbs and bedding plants
  - b. Meat, eggs, dairy products, and perennials may be sold if in compliance with State of MN guidelines.
  - c. Processed foods or crafts if made from the members own produce (example: preserves, alpaca yarn).
5. Vendor members may offer for sale prepared foods (baked goods) or crafts created from purchased materials. Up to 25% of a vendor member's products may be produce.
6. Members may sell processed foods and baked goods if approved to do so and in compliance with State of MN guidelines. Processed foods must be made from the member's own produce. Resale of food is not allowed.
7. Products for sale must be of good quality. The Avon Farmers' Market, its Board of Directors, its Market Manager, and the City of Avon are not responsible for product liability.
8. The Board will appoint, either from its own membership or from the community, a person or persons to conduct on site farm visits when such seems appropriate.
9. Products may only be labeled "organic" if the member has organic certification and provides appropriate documentation.

## **E. Guidelines for Vendors Selling Crafts**

1. Crafters may sell up to 25% of vegetables, fresh flowers, and baked goods,
2. 100% of the crafts being sold must be homemade or handmade by the vendor.

## **F. Market Day Guidelines**

1. Upon arrival, the Market Manager will notify members of their assigned market space.
2. Members who are selling must be on site and set up in their space prior to the Market's opening time.
3. After arrival on site, members may not sell, bag, or lay away items prior to the opening of the Market except to/for other vendors.
4. Members are responsible for providing their own tables, trash container, and canopy.
5. Each member determines the price of his or her products. The Board of Directors recommends the following:
  - a. Members use local retail product prices as guides. Value added products may merit higher prices.
  - b. Members avoid high prices since these are likely to reduce consumer interest.
  - c. Members avoid low prices (dumping) since these will cause ill will among members, endanger the continued existence of the Market, and diminish the value of the products in the eyes of the consumer.
6. Each member is responsible for any licenses, permits, health regulations, and sales tax obligations rising from the sale of his or her product.\*
7. Members must remain on their assigned market space when selling products. Sales should be made in a business-like manner.
8. Each member is responsible for the security of his or her money and other valuables.
9. If a product is sold by weight, a certified scale must be used that has been inspected and certified by the State of Minnesota. \*\*
10. At the end of selling hours, members must remove everything from their assigned spaces and are responsible for disposal of all trash.
11. Members are not allowed to remove their stands prior to the end of selling hours.
12. No live animals may be sold at the Avon Farmers' Market. No pets are allowed at the Market with the exception of guide dogs aiding sight-impaired individuals.
13. Proper attire is required for vendors including shirt and shoes.
14. No smoking is allowed in the market area.
15. Courteous behavior to customers, fellow marketers, and the Market Manager is required.
16. Home processed and home canned foods must be in accordance with the "Pickle Bill" guidelines.\*\*\*\*
17. All vendors must follow the rules as stated in the "Operational Guidelines for Vendors at the Farmers' Market" \*\*\*

\*From Article XIII, Sec. 7, of the Constitution of the State of Minnesota:

"No license required to peddle. Any person may sell or peddle the products of the farm or garden occupied and cultivated by him without obtaining a license therefore." The State, however, limits what kinds of and, sometimes, how much product may be sold.

\*\*Information available on scales and certifications from the Minnesota Department of Public Services, Weights and measures Division, 2277 Highway 36, St. Paul, MN 55113-3800. Phone: 651-639-4010 or 651-639-4015

Bills, Workshops, and Operational Guidelines:

\*\*\*Go to the Minnesota Department of Agriculture website for the "Operational Guidelines for Vendors at the Farmers' Market" [www.mda.state.mn.us](http://www.mda.state.mn.us) or [http://www2.mda.state.mn.us/webapp/mngrown/mngrown\\_results.jsp](http://www2.mda.state.mn.us/webapp/mngrown/mngrown_results.jsp)

\*\*\*\*Pickle Bill – for information go to [http://www.mda.state.mn.us/food/business/factsheets/picklebill.htm#\\_ftnref1](http://www.mda.state.mn.us/food/business/factsheets/picklebill.htm#_ftnref1) or <http://vm.cfsan.fda.gov/-comm/lacf-phs.ptml>