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# GRANGER FARMERS MARKET GUIDELINES

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## 1. Mission Statement

- a. The Granger Farmers Market is a non-profit, community based association founded on bringing farm-fresh, regionally grown produce to the community; promoting healthy food choices; enhancing the economic development within the local community; promoting and supporting the formation of cottage industry; assisting our local growers in marketing their produce; and supporting local businesses.

## 2. Market Information

- a. Location – NCEC/KDNA Plaza
- b. Market hours – 4:00 pm to 7:00 pm, Thursday
- c. Market Season – First Thursday of June through the first Thursday of October
- d. Market Manager – Roy Cardenas
- e. Market e-mail – Under Development
- f. Market Mailing Address – Granger Farmers Market, 1241 Nelson Road, Granger, WA, 98932

## 3. Types of Membership

- a. Market Vendors –
  - i. Growers (vegetables, grain, eggs, meat, greens, plants);
  - ii. Ag related value added products (baked breads, jams);
  - iii. Crafts;
  - iv. Food vendor (ready to eat), and Food Trucks
  - v. Service Providers
  - vi. Non-Profit Organizations
- b. Community Members
  - i. Sponsors – that donate funds to support the operation of the Granger Farmers Market
  - ii. Supporters – volunteers that donate time to support the operation of the Granger Farmers Market
  - iii. Customers of the Granger Farmers Market

## 4. Products that may be sold at the Market

In case of any category below with more interested vendors than the market can support, preference will be given to those with the closest origin – i.e. – closest to the town of Granger, and then to other factors such as presentation, quality, variety, uniqueness, weekly attendance, and other factors that the Market Manager and the Market Board of Directors deems relevant.

- a. **Produce.** All produce must be regionally grown. It must be fresh, free of insects, and have no residue that cannot be removed by normal washing. Only quality produce will be sold at the market. The Market Manager and the Market Board of Directors are authorized to require any vendor to remove produce that does not meet these requirements. A vendor may act as an agent for a regional grower to sell their produce. Selling produce other than what the vendor has grown needs

to be identified with the grower's name so that Market customers are aware of the origin of the produce. All vendors and growers selling produce at the Market must comply with current Health Department regulations. Copies of any licenses, permits and certifications must be submitted with the vendor application, as applicable.

- b. **Ag related value added products.** The vendor must make these products according to current Health Department rules. Copies of any licenses, permits, and certifications must be submitted with the vendor application, as applicable along with food handler cards for anyone preparing and handling the food prior to and during the Market. Vendors are responsible for collection and filing of sales tax, if applicable.
- c. **Crafts.** All handcrafted items must be made by the vendor and be of high quality. Items to be sold must be listed on the member application (which can be amended from time to time to accommodate new items), and must be approved by the Market Board of Directors. The Board of Directors may limit the number of craft vendors at the Market in order to comply with Washington State Farmers' Market Association requirements regarding produce sales totals compared to craft sales totals at member farmers' markets. The Board of Directors may disallow a product that does not comply with these Member Guidelines, is deemed inappropriate for the Market, or is deemed contrary to the purpose and spirit of the farmers' market. The vendor may request a meeting with the Farmers Market Board of Directors to appeal the decision. Copies of current business licenses and permits must be submitted with the member application, if applicable. Vendors are responsible for collection and filing of sales tax, if applicable.
- d. **Food Vendors (ready to eat), and Food Trucks.** All ready-to-eat foods must be made by the vendor in accordance with current Health Department rules. Copies of any licenses, permits, and certifications must be submitted with the vendor application, as applicable along with food handler cards for anyone preparing and handling the food prior to and during the Market. Vendors are responsible for collection and filing of sales tax, if applicable.
- e. **Service Providers.** Space permitting, a local service provider may be allowed booth space to communicate their services. The service must appeal to the Market customer base and be in accord with the Market goals and ideals outlined in the Mission Statement. Services must be listed on the vendor application and be approved by the Board of Directors. Copies of current licenses, permits, and certifications required by governing agencies must be submitted with the vendor application, if applicable. A service provider selling merchandize as a fund raiser (for example) shall pay the weekly vendor fee, but is not required to join the Market Association and pay the annual fee.
- f. **Non-Profit Organizations.** Space permitting, a non-profit organization may apply to set up a booth to communicate their information. The organization must

appeal to the Market customer base and be in accord with the Market goals and ideals outlined in the Mission Statement. The service provided by the organization must be listed on the vendor application and be approved by the Board of Directors. Copies of current licenses, permits, and certifications required by governing agencies must be submitted with the vendor application, if applicable. A non-profit group selling merchandize as a fund raiser (for example) shall pay the weekly vendor fee, but is not required to join the Market Association and pay the annual fee.

5. Prohibited merchandise that may not be sold at the Market
  - a. Commercial, franchise, and imported products are not to be sold or re-sold at the Market.
  - b. Second-hand items or antiques will not be allowed at the Market, except for second-hand items that have been repurposed into a larger, new, handcrafted item by the vendor.
6. Vendor Responsibilities
  - a. Vendors must agree to the vendor guidelines in entirety and sign to that effect on the vendor application.
  - b. At the time of application, vendor will provide copies of necessary licenses, permits and certifications applicable to the production and sale of the products.
  - c. Vendors will comply with all state and local health codes and food demonstration requirements. Vendors are responsible for obtaining and understanding the Health Department regulations pertinent to their business and products.
  - d. Vendors will set up their booths in their assigned space at the direction of the Market Manager.
  - e. Vendors will begin setting up no earlier than 2:30 pm on Thursday unless specific prior approval by the Market Manager has been given. Vendor should be ready to sell product at 4:00 pm. No vehicles will be allowed in the Plaza area. Canopies and product must be carried from the parking lot. All support vehicles must be moved farther out (to the North) in the parking lot to allow customer parking in the close spots by 3:45 pm. Food trucks participating in the Market will be allowed to park in the parking lot near the Plaza.
  - f. Vendors are hereby notified that the Market will be run from 4:00 pm to 7:00 pm on Thursday. No early tear down or departure or hand carrying of product back to a car is allowed. To make this Market work we need to show the customers that we will be there for the hours we say, and that we will try to have sufficient product on hand to allow a last-minute shopper some choices. It is understood that on occasion, a vendor will run out of a product. In these cases, we ask that you remain in your booth, talk to customers, take orders for the coming week, and support the Market. Vendors that depart early will not be invited to return.

- g. Vendors will provide their own canopies, furniture, and equipment. A canopy is encouraged, but not required. Vendor spaces will be 10 feet by 10 feet. For the protection of the Market customers and vendors, each leg of a canopy must be tethered down with stakes; screw in dog tethers, or weighted down with 25 # weights at each corner. Our spring winds can roll over a canopy. Note that the Plaza has underground sprinklers – use caution with stakes and tethers to avoid damaging the sprinklers.
- h. Vendors are required to post a sign identifying the name of the grower, business, or organization represented. All signs must be easy to read and of good quality.
- i. No vendor or his/her agent shall treat any person in a manner that is rough, menacing, vulgar, profane, abusive, or in a manner that involves discrimination based on race, ethnicity, gender, sexual orientation, age, disability or nation origin.
- j. Babies and children are permitted behind the tables while their parents sell if they do not create a nuisance or disturbance to others.
- k. No animals are allowed behind the tables.
- l. Trading of assigned tables must be approved by the Market Manager
- m. No vendor or his/her agent shall smoke in covered areas, drink alcoholic beverages, or be under the influence of illegal drugs behind the table. Smoking is not allowed within the market area.
- n. Vendors are expected to immediately comply with requests by the Market Manager. The Market Manager is authorized to take all necessary actions to uphold the Vendor Guidelines.
- o. Sales practices shall not disrupt neighboring businesses.
  - 1. No calling out loud to passers-by who have not yet expressed interest in the vendor's goods.
  - 2. Advertising or attempting to sell goods in the common area rather than from behind the table.
  - 3. Disruptive table side production
- p. Vendors are required to have a sign showing the name of their business posted in a place where the customers can see it.
- q. Vendors must have their scales (if any) in a manner so that the customer has a clear view of the scale and can see the weight and/or price.

## 7. Market Fees

- a. The annual Farmers Market membership fee is \$30 or as determined by the Board of Directors, payable at the time of application.
- b. All Market Vendors Booth space fees will be set by the Board of Directors and revised as required for each 10' X 10' space for growers and crafters. Booth space for Ready to Eat Foods and Food Trucks may be set at a different rate as set by the Board of Directors. Booth space fees will be turned in no later than the end of each market day.

- c. Booth sharing is not allowed where there are two vendors with two lines of product in a single booth. Acting as an agent for other product is discussed above in Section a., and in that case, a second person is not present, and a second line of product is not more than a small part of your display (for example you are selling green beans and 4 kinds of lettuce and your neighbor sends along a box of chard; or you are selling a variety of wood boxes, and your neighbor sends some wood spinning tops). In the case of acting as an agent, as discussed in Section a., you must identify the source of the product you are selling if it is not your own.
8. Visiting Vendor Booth
  - a. A prospective new vendor may try out selling at the Market by setting up a booth for two consecutive market days free of charge, space permitting. The prospective vendor must pass product review and shall comply with these Member Guidelines. If the prospective vendor wishes to continue after the 2 day test, they will apply to the Market for membership; pay the \$30 annual membership fee, and then the weekly booth space fee for future sale days.
9. Market Management
  - a. The Market will be managed by a Market Manager designated by the Market Board of Directors. The Board of Directors is the ultimate authority in all Market matters and reserves the right to amend these Member Guidelines and other Market policies from time to time for the benefit of the Market.
10. Rules of Conduct for all Market Members
  - a. Vendors and Community Members will conduct themselves according to common standards of propriety and courtesy. The Market Board of Directors reserves the right to dismiss any market member who behaves in a manner that threatens market harmony, that drives away vendors or customers, or who otherwise damages the Market. In the event of dismissal, the annual membership and booth space fees are not refundable.
11. Music limited to 75 decibels
  - a. Music is often provided by musicians and DJs. Music levels from the various providers vary and most systems are capable of high volume levels suitable for a large space and many different concert settings. For the Farmers Market the Board of Directors has measured the volume levels using available Decibel measuring systems on smart phone “apps” . A volume level that is suitable for Market vendors to be able to hear customers, not irritate the community members, and be satisfactory to the Musicians/DJs is 75 decibels and will be measured by the Market Manager at the beginning of each Music session at each Market day. The Market Manager will stand approximately 40 feet out in front of the music source and indicate with hand signals that the music be higher or lower until the level of 75 decibels is reached. The same technique will apply to all Music sources for uniformity.

History:

1. Rev 4 has added a Music Section 11. This addition deals with measuring and limiting the sound volume from music at the Market to 75 decibels.