

## Eureka Area Farmers' Market 2023 Season Rules and Regulations

Welcome! Thank you for being part of our Eureka Farmers' Market, and we hope you will have an enjoyable and successful Farmers' Market season.

The Eureka Area Farmer's Market is a marketplace for Montana homegrown produce and other Montana homemade products only. This year's Market hours will be from 3:30 to 6:00 pm on Wednesday afternoon in the General Pershing Memorial Park. The first Market day is June 7th and will continue until September 6th.

Please review the following. We are asking that every vendor read and sign this form, then return it to our Market Managers.

ALL NEW VENDORS, please check in with the Market Managers before setting up your sales area.

### **MARKET TIMES:**

- Wednesday 3:30 to 6:00 pm
- All vendors must be set up and ready to sell by 3:30 pm. Unless prior approval is made, latecomers will be allowed 1 time, but the second time will be asked to return the following week.
- All Vendors are expected to stay until 6:00 pm. NO EARLY TEAR DOWNS.

## **COSTS:**

- The Market Managers will collect 10% of your gross at the end of each Market. There is a tracking sheet that she has available for every vendor at the start of each Market that must be returned to her at the end of every Market. This includes any non-profit groups.
- The Eureka Area Chamber of Commerce reserves the right to accept or decline each vendor's participation in the Eureka Farmers' Market.

## **MARKET DAY SET-UP:**

- Set-up begins at 2:30 pm every Wednesday (or earlier just do not disturb any users of the park). The space that you were in the first Market (June 7th) is your space for the year. If you should miss more than 3 Markets in a row, your space is available for a move of another vendor and/or new vendor to utilize the rest of the Market.
  - If you are not aware of where you can set up, PLEASE see our Market Manager in advance. **DO NOT TAKE another vendor's space.** You will be asked to move the first time, the second time you will be put on a 1-week suspension of the Market. If it happens a third time you will be asked to leave the Market.
- Please be courteous to your neighbor and leave enough space for them to move around and that buyers can get in and out of the Market.
- **Selling begins at 3:30 pm and not before. No pre-sales may be picked up at farmer's market (they must be picked up from your home)**

- All vendors **MUST REMAIN FULLY SET UP UNTIL 6:00 pm.** Early tear downs will not be acceptable. Please be prepared for inclement weather and if you need to adjust your display please do so, but do not tear down early. If you tear down prior to 6:00 pm, you will be given one (1) warning. The second time, you will be on suspension of the Market for 2 weeks and on probation for 2 weeks upon your return. If during the probation or it happens again at any time for the remainder of the Market season, you will be expelled from the Market for the remainder of the season.
  - **NOTE: The reason why we are so strict on this is that we advertise hours of operation. When vendors start tearing down early shoppers assume the Market is over. This damages our Market, our credibility, and you as our vendor. Let's have a great year and please stay for the full 3 hours.**
- **Absolutely NO driving on the grass.**
- Vendors, please park further away after you unload. This allows for more parking for customers. Once you have unloaded please move your vehicles so others may unload/load.
- Due to the new DPHHS guidelines, **NO SMOKING IS ALLOWED IN THE MARKET.**
- It is the responsibility of each seller to clean their selling area prior to leaving the Market. **PACK IT IN/PACK IT OUT** is the rule.

## PRODUCTS:

All products must be made or produced in Montana, handmade or home grown. This includes Arts and Crafts that are handmade, and any garden produce, trees, plants, shrubs, flowers, fruit, bulbs, tubers, eggs, comb honey, baked goods, any drinks, jellies, jams, and preserves. (all eggs, honey, baked goods, any drinks, jellies, jams and preserves are to be sold according to the DPHHS Food and Consumer safety guidelines for Farmers Market. Please ask if you do not have a copy and we will provide one for you.) **But, remember that Farmer's Market manager has final say on what can and cannot be sold at market.**

## DISPLAY:

- Important: **NO STAKES MAY BE USED ON THE LAWN!** Please use weight to secure the tent.
- All displays, tables, change, bags, and advertising signs are to be provided by the seller. Each seller determines their own prices. Only scales which are state certified by the Division of Weights and Measures can be used. Certification **MUST BE PROVIDED.** (We suggest selling by the bunch or bag rather than weight)
- Each seller is responsible for their own space. The Eureka Area Farmers' Market, the City of Eureka, and the Eureka Area Chamber of Commerce will not be responsible for lost, stolen, or damaged items or displays. Each seller is responsible for anyone working in their space and must provide someone to work their space the entire time of Market hours.

We will once again have the Snap and Double Snap Coins as well as the Senior vouchers. These are used just like money. **HOWEVER**, they are not

given change. All coins and vouchers are redeemed when you turn in your 10%. we need to have for our Market this year. Hand sanitizer, gloves etc are the vendors discretion.

Despite Senate Bill 199, Eureka Farmer's Market will not allow home canned items without a "Food Born Illness Insurance policy", for more information contact the Chamber office. These include but are not limited to canned salsas, fruits, veggies and sauces, the exceptions to this rule are jams, jellies, honey, vanilla and syrups.

Farmers' Market Regulations that we are utilizing as our guidelines are at the Chamber Office. You are responsible to make sure your product fits within these regulations (handmade or hand produced). We will have County Sanitation inspections throughout the Market season. If you are found in violation, you will be suspended from the market until the violations are remedied, and you have Sanitation's approval to return.

Failure to follow these rules and regulations could result in suspension or expulsion from the Farmers' Market for the rest of the season.

Thank you for joining us. If we all work together, this will be a great season!

Please sign below that you have read the above and agree the regulations/rules of Eureka Farmer's Market.

\_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Market Manager:

Blanche Flanagan, Interim Chamber Director

Eureka Area Chamber of Commerce

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