

## Polson Farmers Market

### Rules and Regulations

First Friday in May – 2<sup>nd</sup> Friday in October from 9:00-1:00

1. **The Market is a producers-only market, meaning that all products sold must be grown, produced or made by the vendor. The vendor must play an active role in the production of the product.**
2. To prevent product saturation, the Board shall limit future vendors of a particular product if they deem the supply of that product to be more than adequate. Temporary vendors will be allowed based on the need for a particular product and available space.
3. The following items are allowed to be sold at the market:

**Raw Agricultural Products:** This category includes fresh fruits, vegetables, grains, seeds, sprouts, herbs, flowers and mushrooms.

**Home Baked Goods:** This category includes breads, cakes, candies, pastries, cookies and pie that are not subject to spoilage. (No cream pies or custards.) We will provide all bakers with a copy of any pertinent rules from the Lake County Health Department; however, as a baker it is your responsibility to see that you are familiar with any County or State laws that apply to your business. **ALL BAKED GOODS MUST BE COVERED.**

**Nursery Plants:** The vendor must grow the bedding plants, potted plants, trees or shrubs from seed, plug, cuttings, roots, tubers, or bare root. No re-sale of pre-finished plants is allowed. A State Nursery license is required to sell plants in Montana. A copy of your license must be provided prior to setting up.

**Value Added Products:** Processed foods that can be sold without a license such as preserves, honey, and certain baked goods (see above). The term “preserves” includes jams, jellies, compotes, marmalades, fruit butters and syrups. **It does not include pepper Jelly, pickles, sauerkraut, vinegars, herb oils, salsa, canned tomatoes, pesto or freezer jams.** Dried fruit, vegetables, or herbs that are packaged and labeled are defined as processed and require a license. Therefore, any dried product must be sold in bulk and weighed at market.

**Eggs:** Eggs must be labeled with the vendors name and address and held in a cooler at 45 degrees or less.

**Processed Foods Requiring a License:** Poultry, meat, and dairy products require licenses from either the County and/or the State. Vendors who wish to sell these products must have their animals killed and processed at a Montana Department of Agriculture or USDA licensed and

inspected facility. Vendors are required to obtain the necessary license(s) and to acquaint themselves with all pertinent health codes. Copies of licenses must be included with vendor applications to the market. All processed foods must be labeled with the producer's name and address. All vendors wishing to sell food products that require a license should contact the Lake County Health Department.

**Crafts, Jewelry, Art:** All products must be made by the vendor and be of good quality. Placing stickers on a purchased product does not make it good quality, the product must be changed more significantly than that. You may be asked to remove products that do not meet quality standards.

4. **No prepared foods may be sold at the Polson Farmers Market.** We do not wish to compete with the downtown restaurants. However, Hot Coffee and Hot Tea may be sold. No Liquid Creamers that require refrigeration may be provided. With Board approval, cold beverages may be sold if vendor has the necessary license.
5. **Food samples may be given to customers if a food handling license is provided to the Market prior to market or if it is an unprocessed food, such as a fresh cherry or cherry tomato that has not been cut.**
6. No sale of live animals will be allowed at the Market; however, you may have a "for sale" or "to give away" sign at your stand. All "companion pets" must be confined to the vendor's vehicle for safety; however we strongly encourage you to leave your pets at home.
7. The market will be held on Fridays from 9:00 am to 1:00 pm. Set-up begins 7:00 am. All vendors who do not plan to attend market **please notify** the Market Master, Linda Sheridan or LouAnne Hockinson, before Market day. Vendors who fail to call or arrive by **8:00 am** will not be guaranteed a space. **At 8:15 am**, empty spaces will be given to a temporary/guest vendor for the market day by the Market Master. **(Do not tell a temp/guest vendor they can have your spot in your absence.** The market Master will place all temp/guest vendors). Vendors should have their area picked up for traffic to resume no later than 1:30 pm. **All vendors who do not plan to attend market please notify the Market Master, Linda Sheridan or LouAnne Hoskinson before market day – thank you!**
8. Each vendor is responsible to keep their area clean of all trash. It is not the Market Master's responsibility to clean up after you!!! PLEASE – take your garbage with you. This is very important to the City.
9. Vendor spaces will be assigned according to space needed; however, spaces will be limited to a maximum of two per vendor. Temporary/guest vendors must check in with the Market Master prior to parking for the day. Their applications must be pre-approved by the board and/or Market Master prior to selling. We are implementing a lottery system for all temporary/guest vendors. Names will be

drawn at approximately 8:15 am for any possible available space for that market day. Vendors selling unique products may be placed prior to the lottery.

10. Vendors shall not create disturbances, argue, yell, fight, or use profane or indecent language in a manner which disturbs other vendors or our customers. Vendors are urged to treat other vendors in a polite and courteous manner and report violations of these rules to the Market Master.
11. The sale of tobacco, alcohol, or pornography will not be allowed. Vendors shall not use or possess alcohol or illegal drugs in the market area. Vendors will not be allowed to smoke at the market.
12. Fees for the current season (Permanent Vendors Only) must be paid in full prior to setting up at the first market. If you are unable to pay in full by then, we are offering an optional payment plan (with the first payment due prior to set up – please contact Linda Sheridan for details). We are limiting vendor space to a maximum of 2 spaces. **Spaces are 10'X10' and no larger**. If you have a canopy, be sure it is no larger than 10'X10'. **Please do not send your money until you have received your letter of acceptance.** Temporary Vendor fees are \$15/day for 1 space.
13. **The board reserves the right to inspect any vendor's operation if it has sufficient reason to believe the vendor is not in compliance. The vendor will be asked to remove all suspect product(s) from sale until an inspection is completed. If the vendor does not comply he/she will be suspended until the inspection is complete and his/her operation is approved.**
14. **Vendors must post a sign in clear view, with your Name, Business Name, and Address in your booth each week.**

## **BOARD CONTACT INFORMATION:**

LouAnne Hoskinson - (406)239-8445

Linda Sheridan - (406)370-9585

Janelle Buchanan - (808)651-9086