



RULES AND REGULATIONS

VILLAGE OF SLINGER

PARKS AND RECREATION DEPARTMENT

“SLINGER FARMERS MARKET”

- Location of the Market will be in the North parking lot of along Slinger Rd at Sippie Hippie – 319 E. Washington St., Slinger WI 53086
- All vendors must stay for the duration of the market from 8am-12noon. We will operate rain or shine. If there is a need to leave, please consult the Market Manager. In the event of extreme weather please check Slinger Farmers Market (“SFM”) Facebook page for market closures.
- If you have additional vehicles that don’t fit into your space, please park at the very back of the building.
- Vendors are responsible for their own personal liability and product liability insurance.
- A current valid copy of any/all required licenses, permits, certificates of Insurance naming **“Village of Slinger & Parks and Recreation – Slinger Farmers Market,” “Sippie Hippie”** and **“Joyce Weyer Family Ltd Partnership”** along with a S-240 Form must be on file in the SFM office (Village of Slinger - 300 Slinger Rd., Slinger WI 53086) prior to selling at the Market. NO EXCEPTIONS - this is a state requirement.

Setup & Close Down

Slinger Farmers Market “SFM” spaces are on a first come first serve basis.

Vendors may begin setting up no earlier than one hour before the market opens (7 AM) and clean up no later than one hour after the market closes (1 PM). Sales must end promptly at 12noon. No sales after 12noon are allowed to the general public. Clearing the area means that vendors must clean up their sales and parking areas completely before leaving the site,

taking any waste and garbage with them. Vendors agree to pay any service fee that will be assessed by the Market Manager because of their failure to comply with this rule.

Please note:

Garbage cans will be available for market customers' use during market hours.

Vendors are responsible for management and removing their own garbage and debris off the site. Failure to follow these rules will result in a fine of \$250.

Vendors shall not create or permit loud or disturbing noises on the grounds that will interfere with the rights, comfort or convenience of the other vendors or the public. Smoking & vaping is not permitted on the Market Plaza. No illegal drugs are permitted. Possession of illegal drugs onsite will result in immediate expulsion from the Market and loss of your stall for the remainder of the season. No fees will be refunded.

Vendor Conduct

Vendors shall conduct themselves in a manner that is courteous to the other vendors, market personnel and the public. Behavior towards the public, other vendors, or market staff in person, or online that is disrespectful, threatening, abusive, hostile, or harassing, is not acceptable and also may be subject to removal from the Market and/or police action.

Vendors are not permitted to display products in such a manner as to impede pedestrians' or foot traffic.

Signs are encouraged to identify the vendors or business name.

Vendors using tents or umbrellas must have them sufficiently secure to avert them from endangering the safety of others. Tents or canopies must also fit within the merchant's stall and not infringe upon neighboring selling space.

Vendors may not bring pets to the market. The only exception is service animal dogs meeting the requirements of the ADA. Please notify the Market Manager in advance of any service animals being brought to the Market.

A vendor, market visitor or any market personnel may submit to the Market Manager a signed written complaint against a merchant upon the reasonable belief that a violation of Market Rules has occurred or is occurring. The Market Manager will investigate the complaint. The Market Manager may also initiate an investigation into his/her own authority. The Market Manager may consider the type of violation, the seriousness of the violation and whether the vendor has a record of previous violations. Sanctions may include a written warning, suspension, or expulsion from the market with or without refund of all paid fees.

The Market Manager may recommend that the vendor be billed for costs incurred because of violations such as the failure to remove waste materials from the assigned areas or any

damage caused. Any complaints or concerns regarding the Slinger Farmers Market should be in writing and emailed to info@slingerfarmersmarket.com. All complaints are kept confidential and are reviewed and addressed as necessary.

All Vendors are responsible for researching and applying the legal requirements for what they are selling.

Acceptable items that can be sold:

Our primary focus is to be an artisanal Market with quality homegrown, homemade and created products.

Unless otherwise approved by “SFM” Management, we invite vendors to sell produce, edible grains, fruits, maple sugar, honey, eggs, dairy, cut or dried flowers, indoor-outdoor plants, vinegars, jam, jelly, sauces, bakery and home canned goods that are labeled and processed in accordance with the State of Wisconsin Food Processing Standards, or comply with current Wisconsin Cottage Food Legislation. Handcrafts such as textiles, woodwork, metalworks, pottery/ceramics, are all welcomed, in addition to personal care products such as soaps, lotions, salves, etc.

Please contact us if you have any questions on the eligibility of your items.

Prices of items should be clearly marked and in full view of the customer.

Prohibited items for sale:

Live animals, pets, or other articles not home grown, unless otherwise approved by the “SFM,” are prohibited to be sold at the Market. Food products that are spoiled or past expiration date are also prohibited.

In general, unless otherwise approved by “SFM,” there will be no reselling of wholesale purchased items.

All crafters must follow current laws regarding copyright, trademark protection, licenses, user agreements etc. You are responsible for staying up to date on these requirements.

Vintage, antique, crafted/created, and all other items will be reviewed on a case-by-case basis but in general garage/rummage sale type items are not allowed.

The “SFM” reserves the right to deny items on a vendor’s requested products list to maintain the integrity of items found at the market and to avoid saturation of products into the market.

- No political products may be sold or displayed.
- No controversial items may be sold or displayed.
- No vulgar or threatening items may be sold or displayed.

“SFM” Management has final say in all items being offered for sale and displayed.

Food Safety

All vendors that process food at the market, and those providing food samples, must display food in a sanitary manner that prevents contamination by dust, dirt, flies, wasps, and any other insects.

Food items must always be kept at a proper safe temperature and ensure that spoilage does not occur.

Water used for food that is sourced from a well must have passed an inspection in the past year to show it is free from harmful bacteria.

Water that is used for hand washing or sanitation sourced from a well must have passed inspection over the past year. All wastewaters must be removed by the vendor and disposed of properly at their own location.

Wastewater is not allowed to be discarded anywhere on "SFM" grounds or on the strip mall's property.

Vendors that process food must have a hand washing station available with warm water, soap, and clean paper towels for drying on site. (This rule does not apply to samples if all the cutting and processing takes place in a location away from the market area with those facilities).

Hand sanitizer does not count as a hand washing station per the state of Wisconsin.

Gloves must be worn by anyone handling food being processed on site for consumption by customers. Hands must be washed prior to putting them in gloves.

All produce, dairy, meats, bakery, and poultry sold at the market must be displayed and sold in a manner which prevents contamination by dust, dirt, flies, or other insects. Foods must be kept in proper temperatures that ensures food safety.

Licenses/Permits/Insurance

The vendor is responsible for obtaining all licenses and permits required for the sale of his/her product to the public. The licenses requirements listed below are subject to change. The vendor is responsible for keeping up to date regarding all current State license requirements.

Vendors are responsible for their own insurance. A certificate of insurance must be provided to "SFM" in advance of selling at the market.

- Vendors selling baked or canned goods must have a valid Wisconsin Food Processing License or comply with current Wisconsin Cottage Food Legislation.
- Vendors selling eggs must have a valid Wisconsin Department of Agriculture Retail License. (Egg Endorsement Form)
- Vendors selling meat must have a valid Wisconsin Department of Agriculture Official Meat Establishment License.

- Vendors selling dairy must have a valid Wisconsin Department of Agriculture Dairy License.
- Vendors selling food items processed on site and/or cutting samples such as cheese, fruits and vegetables on site must have Wisconsin Temporary Restaurant license for on-site processing.
- Vendors selling pet food/treats must obtain a State of Wisconsin Feed license.
- Vendors using the word organic must be certified organic vendors by the USDA.
- If your business needs a seller's permit, we must have that on file.

Vendor Resources

Questions regarding state permits can be directed to the State Food and Safety Inspector at 608-224-5012.

Questions regarding local state/county licenses can be directed to the Washington County Health Department at 262-335-4462, then press 0 for the switchboard.

Each vendor is responsible for all applicable sales/county taxes on their products.

Wisconsin Department of Revenue.

<https://www.revenue.wi.gov/Pages/Home.aspx>

Department of Agriculture, Trade and Consumer Protection

<https://datcp.wi.gov/Pages/Homepage.aspx>

Quick Guide to Wisconsin Food Licensing Regulations

https://foodsystems.extension.wisc.edu/files/2021/11/FoodLicensing_Handout_June2021.pdf

Honey sales may require additional licensing. Check with The Wisconsin Department of Agriculture, Trade and Consumer Protection

https://datcp.wi.gov/Pages/Programs_Services/FSHoney.aspx

Eggs, meats, poultry products and other potentially hazardous foods, need to be always maintained at 41° F or less. More information on the sale of meat and poultry is available from the State of Wisconsin Department of Agriculture, Trade and Consumer Protection publication

https://datcp.wi.gov/Pages/Programs_Services/MSInspection.aspx

https://datcp.wi.gov/Pages/Programs_Services/foodsafetyconsumerinformation.aspx

Maple syrup processing is subject to requirements and may require additional licensing.

https://datcp.wi.gov/Pages/Programs_Services/FSMapleSyrup.aspx

NOTE: Proper labeling is required for all packaged foods (e.g. salsa, soup, bakery) - See the Wisconsin Department of Agriculture information on labeling.

<https://datcp.wi.gov/Pages/Homepage.aspx>

Weights and Measures

If you use a scale for weighing your produce, the scale must be checked for accuracy and licensed with a Weighing and Measuring Device License prior to use.

https://datcp.wi.gov/pages/programs_services/WeightsAndMeasures.aspx

Cottage Bakers and Home Canners

All home baked goods must be non-hazardous and shelf stable, requiring no refrigeration and comply with current Wisconsin Cottage Food Legislation. Items sold as “home baked” goods at the “SFM” should have a sign at the market stand stating: “This product was made in a private home not subject to state licensing or inspection.”

Home-Canned Foods must comply with the “Wisconsin Pickle Bill”.

https://datcp.wi.gov/pages/programs_services/fshomecannedfoods.aspx

<https://docs.legis.wisconsin.gov/statutes/statutes/97.pdf#page=0>

Slinger Farmers Market Severe Weather Guidelines

The Slinger Farmers Market is a rain or shine market. We have made a commitment to our customers to be open on the days and hours we have published. If there is a thunderstorm, tornado warning/watch, or severe and consistent rain occurs prior to opening the market and there is reason to believe the threat will persist through much of the Market hours, the Market opening may be delayed or cancelled altogether.

The decision to delay or close the Market will be made three hours prior to the Market opening (typically 5AM). If severe weather conditions develop after the Market has opened, customers, vendors and volunteers are expected to move to a safe place until the weather has passed. Once the weather has passed, a determination will be made about resuming normal Market operations for the remainder of the Market day. However, if thunder is heard, lightning observed or a tornado watch/warning is issued, the market will close immediately. In all cases, if the Market were to close or be delayed, communications would go out on Facebook. Search “Slinger Farmers Market.”

Terms and Conditions

As signer representing Vendor, I am stating that I understand that this application is not a guarantee to sell at the Slinger Farmers Market (located at North parking lot of 319 E. Washington St., Slinger Wisconsin), that my application and supporting materials will be reviewed by the "SFM" Management and that I will be notified upon acceptance or denial. I understand that the Slinger Farmers Market reserves the right to deny any vendor for any reason that is not protected by standard non-discrimination laws.

Furthermore I understand that if accepted, I will be required to provide a copy of a Certificate of Insurance noting "Village of Slinger & Slinger Parks and Recreation Department – Slinger Farmers Market," "Sippie Hippie," and "Joyce Weyer Family Ltd Partnership" as a named insured, my business License/s (as applicable that are required to sell my product/s) and other required Permits (as applicable) as required by the State of Wisconsin, as well as a completed and signed copy of the S-240 Form before I will be allowed to sell at the market.

I have read and agree to these "SFM" Rules and Regulations and understand that my attached application for vending privileges at the Slinger Farmers Market may be revoked at any time, for any reason with or without notice at the discretion of the Slinger Farmers Market Management with no refunds.

The Slinger Farmers Market has established these Rules and Regulations. These Rules and Regulations may change based on new laws or requirements by the state/county or otherwise at any time.

Vendor Business Name

Vendor Signature

Date