

# SAUK RAPIDS MARKET APPLICATION FORM 2024

Name of Business: \_\_\_\_\_

Owners Name:

\_\_\_\_\_  
Mailing Address:

\_\_\_\_\_  
City/State/Zip:

\_\_\_\_\_  
Telephone:

\_\_\_\_\_  
Email Address:

\_\_\_\_\_  
Description of Products Sold:

\_\_\_\_\_  
Total Stall Space Requested

\_\_\_\_\_  
If Selling Home Processed Foods: Do you have a Cottage food License: \_\_\_\_\_

Fees: \$175 for 10 x10 or \$300 for 10 x 20 the 2023 season. Weekly guest vendor fee is 20.00 per week.

Payable to Sauk Rapids Market.

Please send a copy of all licenses, ST-19 form and insurance forms along with your fee to:

Clay White  
3504 13<sup>th</sup> Ave SE  
Saint Cloud, MN 56304

## **Sauk Rapids Market 2024 Market Standards**

### **I. LOCATION AND HOURS OF OPERATION**

The Sauk Rapids Market meets from Thursday May 16th through Thursday of October 10th in the parking lot of Coborn's Sauk Rapids at 110 1st Street S, Sauk Rapids, from 3:00 PM until 6:00 PM.

### **II. RULES OF OPERATION**

1. Market Managers may use their discretion in determining space in a full market.
2. Vendors are responsible for cleaning their area at the end of each market.
3. Once a vendor begins attending the market for the season, any absences need to be reported to the Market Manager as soon as possible BY NOON on market day. Absences can be emailed to [Saukrapidsmarket@gmail.com](mailto:Saukrapidsmarket@gmail.com) or texted to Clay at 320-761-8858.
4. Vendors shall notify the Market Manager of their final date of attendance at the market for the current season.
5. All vendors must stay for the duration of the Sauk Rapids Market, and not leave before 6:00 PM, without the explicit permission of a Market Manager.
6. Vendors may not begin setting up before 2:00 PM on the day of the market.
7. Vendors are required to secure canopies with proper weights (see canopy safety 101 document).
8. The Sauk Rapids Market does not allow animals other than trained service animals in market areas where food is being sold or served.
9. Radical price cutting of top-quality products is prohibited. Poor quality or overripe products must be labeled as such and can be sold for a discounted price.
10. Members are expected to conduct themselves in a manner with customers, other market members and the managers to contribute to a positive and friendly market image and environment. Disruptive, harassing or antagonistic behavior will not be tolerated.
11. No Samples are allowed unless your tent provides an approved hand washing station. Hand washing station guidelines can be found: <https://extension.umn.edu/food-safety/food-entrepreneurs>

### **III. FEE STRUCTURE**

1. Vendor Fees are \$175 for a 10 x 10 or \$300 for a 10 x 20 seasonal booth or \$20 per week for Guest Vendors.
2. Fees are due before first market appearance.
3. All Membership Fees are non-refundable.

### **IV. VENDOR REQUIREMENTS**

1. Acceptance of new vendors into the market will be decided by the managers with first priority given to ensuring the market provides a wide diversity of products, and then to ensure the market is full. We reserve the right to limit the number of same or similar products vendors. All products need to be homemade or homegrown and there are no direct sales or wholesale/resale vendors.
2. Proper licensing, inspection and certification are the responsibility of each vendor to obtain, and a copy of all such requirements must be submitted with all other application materials:
  - Sellers of shrubs, trees and perennials must have proper license.
  - Meat products must meet State or USDA processing and inspection guidelines.
  - Vendors of home-processed/canned foods must follow State guidelines for processed foods.
  - Home-processed/canned food items with an equilibrium pH of 4.6 or greater cannot be

sold at a Farmers Market.

-Some processed foods/products must be prepared in a licensed kitchen.

3. As required by the city, Sauk Rapids Market carries liability insurance through Minnesota Farmers' Market Association. This policy does not cover each individual vendor or their products.

4. Vendors must sign and abide by this list of Membership/Market Standards.

#### **V. ENFORCEMENT PROCEDURES**

1. Complaints pertaining to violation of Market Standards must be made in written form on a timely basis to the Market Manager.

2. First violation of Market Standards will result in a verbal warning; second violation will result in a written warning and a 1-week suspension; market privileges may be suspended for the remainder of the season after the third violation.

3. Exceptions to Market Standards will be reviewed on an annual basis.

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(Member's Signature and Date)

By signing and dating the above, you are indicating that you have read, understand, and agree to abide by the 2024 Market Standards