

HIBBING FARMERS MARKET

Membership/Market Standards (updated2023)

I. LOCATION AND HOURS OF OPERATION

- a. Hibbing Farmers Market begins the third Tuesday in June through October.
- b. Days and hours: Tuesdays 2-5 and Saturdays 9-1.
- c. Fiscal year will be January 1 through December 31.

II. RULES OF OPERATION

- a. It is the vendor's responsibility to sell in accordance with federal, state and local regulations.
- b. Members are responsible for cleaning their area at the end of each market.
- c. Members are expected to conduct themselves in a manner with customers, other market members and the officers to contribute to a positive and friendly market image and environment. Disruptive, harassing, or antagonistic behavior will not be tolerated.
- d. No "hawking" or stealing customers is allowed.
- e. No smoking is allowed in the sales area.
- f. Members must always maintain appropriate standards of cleanliness and neatness in their personal appearance.
- g. Selling is only allowed in each member's designated area.
- h. No buying/resale or organization selling will be allowed unless for special events.
- i. All produce, bakery, or craft sellers in the immediate area of the market must be a member of the Hibbing Farmers Market.

III. DUES AND FEE STRUCTURE

- a. Annual membership fee is \$75 per year.
- b. Members must complete application form, receive bylaws, and sign form, submit completed ST-19 (Certificate of Compliance), a copy of appropriate license and pay membership fee to the market manager prior to selling at the market.
- c. One space up to 12x12 will be allowed per daily \$5 fee. Additional spaces may be purchased for additional \$5.
- d. Junior vendors will pay a \$10 annual fee and no daily table fee the first year. During the second year, table fees are expected. Junior vendor status ends at age 18.
- e. Guest vendors can participate for a \$25 daily membership fee.

IV. MEMBERSHIP REQUIREMENTS

- a. A membership includes people living in the same household or business partners - and designee or employee of the member.
- b. Members must grow, gather from the wild, or make the products they sell.
- c. Products must be grown/created within 50 miles of Hibbing. Exceptions can be granted by the market manager on a case-by-case basis. Long term participation in the market needs board approval provided it is not in direct competition with vendors inside the 50-mile radius.
- d. Produce and crafts must be of good quality in the judgment of the market manager and one other market board member.
- e. Sellers must display all prices for what they are selling.
- f. No animals allowed in the selling area unless they are a service animal.
- g. Tables must be supplied by the vendor and fit into individual spaces and are not to extend into the walkway.
- h. A walkway will extend 6 feet in front of all vendors and must be kept open and free of obstructions.
- i. The market manager has the discretion to ask that vehicles be moved from the paved pathway to make available more vendor spaces. This will affect vendors selling directly out of their vehicles.
- j. Third party produce producers (persons who grow produce but do not attend the market) may contract with an in-person market vendor to sell their products provided they are market members in good standing and agree to abide by the market rules. These arrangements are subject to board approval.
- k. Products sold as a benefit to the public such as bottled water may be purchased by the market and resold. Profits can be used for the good of the market. All purchases will be done through the market treasurer.
- l. Special events planned for the market must be in compliance with the site lease. They must be reviewed and approved by the board. These decisions can be done by polling directors through email. This information will be shared with members via email.

V. ENFORCEMENT PROCEDURES

- a. A \$250 penalty will be imposed for failure to comply with the rules of the Hibbing Farmers Market.
- b. Penalties may be appealed to the officers and directors at a special meeting called for this purpose.
- c. Open and wanton disregard to these rules can result in the immediate expulsion from the Hibbing Farmers Market by the market manager without reimbursement of membership or table fees.
- d. Concerns regarding other vendor's merchandise or practices must be brought to the market manager both in verbal and written form.
 - i. At the manager's discretion, a visit to the vendor's operation will be made by the manager and two board members.
 - ii. If there is a complaint with the market manager, it shall be brought to the attention of the market president in written form. The market manager will share the information with the board.

VI. SAFETY

- a. Hibbing Farmers Market will provide cones to be placed in front of the vendors to prevent vehicles from driving too close to the walkway.
- b. Selling tents and tables should be in safe condition.
- c. Vendors may bring safety issues to the attention of the market manager.
- d. The market manager will have a fire extinguisher and a first aid kit

Farm/business name _____

Member signature _____ Date _____