

# 2018 Hughson Certified Farmers Market Rules

## Vendors and Commodities

1. All Vendors must display all required permits, certificates and licenses, in their market stall at each market they attend.
  
2. A Vendor who would like to sell any commodity not listed on the vendor's original application shall first inform the Market Manager who shall approve the sale of such new commodity before it may be brought to any market. Vendors will be required to remove all unapproved commodities from their market stall.
  
3. Non-certified items shall only be sold in a non-certified section of the market.
  - All products sold in the non-certified section must be approved by the Market Manager and comply with all applicable regulations.
  - Fishermen vendors who have all appropriate Fish and Game licenses and health permits may be permitted to sell products in the non-certified section of the market. Fishermen vendors may only sell the fish and seafood they catch or raise. **NO MIDDLEMEN or FISH PEDDLERS** will be allowed to sell products at the market.
  
4. HCFM sets limits on the number of vendors selling a particular product or commodity. No vendor will be given any exclusive right to sell a commodity or product and no vendor will be allowed a monopoly on any given product or commodity at any HCFM market. HCFM in its sole discretion will determine the number of vendors who may sell the same product or commodity in accordance with

seasonal variations and customer demand. No vendor will be allowed to sell any commodity that has not been approved by HCFM.

5. Vendors who apply to sell crafts must follow these guidelines: the products must be created, sewn, constructed, or otherwise fashioned from component materials or items thematic with the image of the HCFM.

## Market Conduct and Market Procedures

6. Time of arrival at each Market, due to crowded conditions and safety issues, must be strictly adhered to. You will be given a verbal warning if you are late. A vendor who is consistently tardy may, at the discretion of the Market Manager, be fined up to \$50. The fine must be paid before vendor sets up for market. Vendors must stay for the duration of the market. There will be no tear-down prior to 8pm.

***Hughson Market: Arrive no later than 4:00pm / Market Hours 5PM to 8PM***

7. If a vendor is unable to attend a market, he/she must contact the Market Manager at least 48 hours in advance at 209-883-0811. While we realize emergencies do happen, a vendor who misses two markets forfeits their position in the market with no compensation. Vendors who are absent without notice are responsible for the payment of their market stall fees for the missed market. They will not be allowed to return to the market until such fees are paid.

- Vendors are expected to come to the HCFM markets regardless of weather conditions. The HCFM depends on regular attendance of vendors to continue throughout the season. Sickness, lack of product and vehicular breakdown are among the few legitimate excuses for

missing a market. Other vendors and customers count on vendors' regular attendance.

8. The size and location of a vendor's stall space at each market will be determined at the discretion of the Market Manager. HCFM expects all vendors to be flexible about this determination. Location of market stall spaces are not guaranteed to a vendor from year to year. ***The size of the stall space is 10'x10'. Tents are required. Vendors supply their own tents.***

9. HCFM accepts EBT and WIC. Applicable vendors shall accept the wooden tokens as a form of payment. If a patron would like to use EBT at the market, please instruct them to visit the information booth first. Applicable vendors will be trained by HCFM staff on WIC.

10. Market stall protocol:

- Vendors shall keep their market stalls as safe and orderly as possible and shall comply with all county health codes, including keeping all food products at least 6 inches above the ground.
- Market stall must be clean before leaving the market.
- Pre-packaged goods sold must display the weight, the contents and the seller's name and address on the container.
- No alcoholic beverages, marijuana, chewing tobacco, smoking, bicycling, skating, skateboarding, or dogs are permitted in or around the market area. Any exceptions must be approved by the Market Manager.
- Radios are not allowed to be played during market time.
- Vendors shall be appropriately attired during market hours. Shoes and shirts must be worn at all times.

11. All vendors are responsible for the actions of their employees during each market. Each vendor agrees that the Market Manager

may eject any vendor's employee for inappropriate conduct at the market.

12. HCFM permits vendors to offer samples of produce or market products only under the following conditions:

- All samples shall be provided in compliance with applicable Stanislaus County Office of Environmental Resources regulations.
- Samples may only be given in a vendor's designated stall space.
- A vendor shall promptly pay any fine levied by a County Health Department for violation of its regulations on samples.

## Discipline

13. All vendors shall cooperate with the Market Manager of HCFM regarding market conduct and the enforcement of these Rules. All vendors and their employees are expected to conduct themselves in a polite, civilized and cooperative manner. In the event of a dispute regarding any action taken as a result of the behavior of a vendor or a vendor's employees' at the market, or as a result of the vendor's failure to comply with these Rules; the vendor and the Market Manager shall submit the matter to binding arbitration. Vendors acknowledge that HCFM can and will terminate a vendors' position in the market with no compensation, if the behavior of the vendor is determined to be disruptive or violates these Rules.

HCFM disciplinary action for violation of these Rules may be given as follows:

1. First violation: a verbal warning from the Market Manager.
2. Second violation: The Market Manager will decide whether to impose a fine, or suspend the vendor's right to attend future markets.
3. Third violation: Vendor shall no longer be permitted to sell any product at a HCFM market.

4. Nothing in the foregoing discipline procedure above shall limit the Market Manager from having a vendor ejected from a market for inappropriate behavior or violation of these rules.

## Qualifications

14. All vendors must be in good standing with HCFM. Unless a vendor has been subject to disciplinary action or a vendor's application has been terminated in the past, a vendor will be allowed to submit his or her application to HCFM for the following year. Applications for HCFM will be sent out to the previous year's vendors in good standing by March 1st of each year and are due back in the HCFM office no later than April 1st.

## New Vendors – New Products

15. Each new vendor shall be allowed to sell at the HCFM markets for a probationary period determined by HCFM. Probationary periods will be also established for any vendor who wants to sell products not listed on vendor's original vendor application. The length of a probationary period is set at the sole discretion of the HCFM. Prior to selling at any HCFM market, the new vendor or vendor with new products shall sign a letter indicating vendor's agreement to the following:

- The type of products the vendor is allowed to sell
- The market at which the vendor will sell the designated products
- The months in which the vendor will be allowed to sell the designated products. Vendors will be required to remove all unapproved products from their market stall.

## Seniority of Vendors

16. Although application to HCFM is accepted on an annual basis, returning vendors can accrue a preference over other vendors with respect to the selling of certain products continuously sold by the vendor in the past. This is referred to as product “seniority”. A product seniority list is kept by the Market Manager. Product Seniority is accrued over the number of years that a vendor has sold continuously in the market. The more years a vendor has sold a particular product at the market, the greater the product seniority. Seniority in one product does not give that vendor seniority for any other products. If a vendor would like to sell new products at a market, the vendor must obtain the approval of the Market Manager for such new products. Even if the Manager will allow a vendor to sell a new product, the Manager will set limits on the quantity of a new product the vendor is now allowed to sell and determine the months during which the vendor is allowed to sell the new product. Vendors will be required to remove all unapproved products from your table. Organic and conventional products are considered two different commodities.

17. We ask all vendors to be considerate of their fellow vendors when giving discounts at the end of market. If a vendor would like to give their customers a substantial discount on product please do so at the CLOSE of market and not before. The market closes at 8:00 PM. We suggest that any food left over may be given to the charity of your choosing, such as United Samaritans Foundation.

### Closing Statement:

The Manager of HCFM would like to remind all vendors that it holds regular meetings to discuss all matters of Market business. If a vendor has any grievances, suggestions, safety issues, space issues, commodity additions or any other conflicts, contact the Market Manager about having the item of concern placed on the meeting agenda. If a vendor is unable to attend the next HCFM meeting, the

vendor's concern should be submitted in writing and given it to the Market Manager for presentation at the next meeting. The HCFM meeting is the proper forum to resolve any conflicts or concerns of vendors, not the market.

**The mission of the Hughson Certified Farmers Market is to celebrate the rich diversity of regionally grown products, promote nutritional awareness, provide a sustainable economic outlet for farm fresh produce and to provide a premier gathering place for our Community to connect with local farmers, artisans and each other. Thank you for being part of our community.**