

2017 Whitewater Farmers Market Rules and Policies

- I. **Time and location:**
 - A. The market is Saturdays from 8 a.m. till noon.
 - B. The 2016 season runs from May 6 through November 4.
 - C. The market is located in the Winchester True Value parking lot at 1415 W Main St, Whitewater, Wisconsin 53190.
- II. **Fees for the 2017 selling season:**
 - A. **Full Season Vendor** fee is \$90.00
 - B. **Daily Vendor** fee is \$15.00
 - C. A Daily Vendor, after having paid the daily fee at least once, may choose to convert to seasonal membership at any time during the season by paying \$75.
 - D. **Arts and Crafts Vendor** once a month, **1st** Saturday of every month fee is \$50. (May 6, June 3, July 1, August 5, September 2, October 7, and November 4)
Space permitting artisans and crafters are welcome Full Season or Daily Vendors.
- III. **Vendor Stalls:**
 - A. The fee entitles a selling space of 15 ft. wide by 36 ft. long.
 - B. If a vendor needs more space they will need to pay an additional season fee of \$90.00 or addition fee of \$15.00 for the daily fee.
 - C. Vendors who have paid the season fee will have a stall reserved for them each Saturday until 8:30 a.m. from which to sell their product. After 8:30 a.m. the market manager has their right to assign seasonal members stall to daily vendors
 - D. Vendors who sold during the previous year can request the same stall location for the next season.
 - E. Assignment of selling stalls is at the discretion of the market manager.
- IV. **Market operating rules:**
 - A. Vendors must complete and submit an application form in order to sell at the market.
 - B. Only paid seasonal or daily vendors are permitted to sell at the Whitewater Farmers Market.
 - C. Vendors must apply in advance. Don't arrive the day of the market and expect to receive a location to sell. Vendors who sold the previous year can fill out the application at the market but need to contact the market manager in advance.
 - D. Prices for items must be clearly marked and posted in view of the customers.
 - E. Vendors are not permitted to use the word "organic" in their signage and marketing unless they can offer proof of their certification or exempt status.

See the market manager if you have questions about organic certification.

- F. Goods may be sold directly from trucks but must fit into selling space.
Vendors must furnish their own tables, chairs, tablecloths and other display arrangements
- G. To avoid personal injury and property damage **tents, umbrellas and canopies must be properly secured** with weights, tied down, or otherwise immobilized.
- H. Vendors must clean up their stall area before leaving the market site for the day.
- I. All vendors must leave the Winchester True Value parking lot by 1 p.m. each Saturday, unless you are inside the store shopping.
- J. Arts and Craft vendors may be limited based upon the number of spaces available, at the discretion of the market manager. The main goal of Whitewater Farmers Market is to promote fresh local produce and related products.
- K. The Whitewater Farmers Market does not allow any soliciting at its market. This would include political, religious, service groups or clubs.
- L. Groups are allowed to sell items for fundraising purposes if they meet the requirements of allowed items. i.e. homegrown, handcrafted, or otherwise produced by the members and not commercially made.
- M. The Whitewater Farmers Market does allow groups to have information stalls that relate to agriculture, health and government services. (Free of charge if only once or twice per season. If you wish to attend more often or to sell items fees will be assessed)

V. Whitewater Farmers market is a producer only market. The sale of any goods not produced by the seller is prohibited.

- A. Produce sold at the market must be grown by the vendor.
- B. Baked goods, preserves and other approved items must be produced by the vendor.
- C. All arts and crafts must be created and made by the artisan.

VI. Legal responsibilities

- A. Vendors are responsible for following all federal, state and local laws and regulations for the products they are selling. And must obtain the permits, certifications and licenses that these laws require.
- B. Vendors are responsible for their own personal liability and product insurance.

VII. The Following items are not to be sold at Whitewater Farmers Market.

- A. No live animals.
- B. No Firearms, ammunition or weapons.
- C. No Alcohol.
- D. No clothes except those made by the vendor.
- E. No Rummage items.

VIII. Enforcement of Rules:

The Occupant of space at the Whitewater Farmers Market must at all times conform to the market rules. The Whitewater Farmers Market Manager has full authority to enforce all rules and any occupants failing to comply will have their space declared vacant at the discretion of the market manager and no funds will be given.

The Whitewater Farmers Market Manager with other vendors have the authority to visit vendor's area of operation to make sure that the vendor is involved in the production of the produce or product. It is the goal of the Whitewater Farmers Market to provide a service that is in the best interest of the community. The Market Manager is empowered to enforce the regulations and make discretionary judgments to that end.

Karl Knuteson

Market Manager
Whitewater Farmers Market

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