



## **Oak Park Farmers Market (OPFM) Rules – 2019**

1. The Oak Park Farmers Market will be run by a Farmers Market Committee. The Farmers Market manager will be hired by NeighborWorks Sacramento and 3 farmers will be appointed by NeighborWorks Sacramento for the duration of 1 season. Applications will be made available by March 1<sup>st</sup> of the current year to interested farmers. Decisions will be made by majority rule, at least 2 farmers and the market manager must vote to ratify decisions.
2. Members of the market delegate the operation of the market to the Market Manager. Three vendors will be selected by NeighborWorks Sacramento to be part of the committee appointed by NeighborWorks Sacramento and will share feedback from all other vendors to the Farmers Market Committee.
3. The Farmers Market Committee/Market Manager reserve the right to interpret the Market Rules and modify them at any time as needed to improve the market's operations. The governing body and its designated agents shall implement and enforce all rules and regulations pertaining to the operation of a certified farmers market in a fair and equitable manor.

### **VENDOR PARTICIPATION, INSPECTION, CERTIFICATION**

4. Vendors wishing to participate must submit a completed application form to OPFM Market Manager and sign the Market Rules.
5. No applicant shall be considered a member until the Market Manager approves the application. Vendors are expected to participate at least 75% of the weeks in the current season unless considered a *seasonal vendor*.
6. Each member may have a representative sell his/her products if the representative is knowledgeable of the products and either a family member or employee of the member.
7. Any cooperative selling arrangements between vendors (one member selling other member's products for him/her in the event that vendor cannot be present) must be pre-approved in writing by the Market Manager/Board. Farmer must submit a county 2<sup>nd</sup> certificate qualifying them to be able to sell produce and follow state regulations of selling another farmers product.
8. Members must produce the items they sell and shall not wholesale.
9. Applications will be accepted throughout the market season until otherwise noted.
10. Each farm applicant must have his/her farm inspected prior to season start and have a Grower's Certification.
11. Each grower must post their current Grower's Certification that lists every item available for sale during that market day. The Certification must be posted in a visible location in their booth space.
12. Each grower must post signage stating, "We grow what we sell" in a visible location in their booth space each week at the Market.
13. Each vendor must post a price for each item for sale.
14. Each "Added Value" vendor must provide appropriate packaging of items with a label with information on ingredients included in their products.
15. The vendors' State Sellers permit (if applicable for the vendor) must be posted in a visible location in their booth space each week at the Market.
16. The Working Group/Board reserves the right to re-inspect any member and delegate inspections to market manager.
17. Members must abide by all OPFM rules to remain Members. Any complaints, disputes or violations of the rules may be taken by voice by the three vendors selected to be on the Working Group/Board to the rest of the Board. This should be handled before or after the market so as not to interrupt market sales. Repeated violations of the rules of the OPFM may result in suspension or loss of membership. All rules are open to the interpretation of the Board.
18. All members must conduct themselves in a professional manner.
19. All produce must be of top quality and in compliance with CA regulations regarding maturity and quality. All fresh fruits, nuts and vegetables sold in closed containers shall be labeled with the name address, and zip code of the producer, and a declaration of identity and net quantity of the commodity in the package.

### **ITEMS FOR SALE**

20. Products which can be sold include:
  - a) Any vegetable grown by the Member from seeds, sets, or seedlings.
  - b) Any fruits, nuts or berries grown by the member from trees, bushes, or vines on the member's property (owned or leased).
  - c) Any plant grown by the member from seed, seedlings, transplants or cuttings.
  - d) Bulbs propagated by the member.
  - e) Honey produced by the member's bees.



- f) Cut or dried flowers grown by the member.
  - g) Preserves, jams and jellies made by the member. Straw baled by the member.
  - h) Baked goods made by the member at the member's property.
21. No low acid canned foods (such as green beans, corn, etc.) may be sold. In addition, no canned tomato products may be sold.
  22. All food sold must meet state and local health regulations, as well as the California Department of Agriculture's general guidelines regarding products exhibited for sale at farmers markets and curb markets
  23. All produce must be top quality.
  24. Any member using the term "organic" must meet the requirements of the National Organic Program.
  25. All products produced under certification such as organic, or products requiring inspection, such as baked good or preserves must display certification or license and have a copy on file with the Market Manager/Board.
  26. No animals may be physically sold or given away at the Market.
  27. **CRAFTS:** Crafts must be produced on member's property and must fit in with the market's mission. Whenever possible, craft items should be environmentally friendly and/or promote sustainable living. Craft booths will have a designated area and cannot be sold in the agricultural area.
  28. **BAKED GOODS:** Baked goods must meet federal, state and local health regulations.
  29. Prices must be posted for all items sold.
  30. All scales, must be used appropriately for their design. All scales used for customer sales must by type approved and found correct and accurate within the last year by evidence of a seal affixed to the scale by a County Sealer.

**FEES AND PENALTIES**

31. All members must submit a signed application and a signed rule form for the season.
32. Daily fees for the 2019 season are \$15 for each space and are to be paid to the collecting agent by the end of the market day.
33. Members arriving after market set up time (8:30am) will be subject to a \$15 fine for the 1<sup>st</sup> tardy then a \$50 fine thereafter and may be subject to market termination.

**SPACE ALLOCATION**

34. One space is defined as the area under a market-approved 10'x10' space.
35. There is a limit of up to three spaces per member, depending on space availability. Each applicant must specify how many spaces will be needed (one, two, or three) before the start of each season.
36. Market space assignment will be determined at the start of the season by the Market Manager. Each subsequent season the assignment s will be reviewed; priority for assignment changes will be given to returning members and members with the highest participation levels.

**OTHER MARKET LOGISTICS**

37. Each member is responsible for his/her own table(s) and canopy(ies). Any other style canopy is subject to approval by the Market Manager/Board. Canopies and tables may be available (first come/first serve basis) to rent on the day of the market for \$50.
38. The Market will operate from 9:00 am – 1:00 pm on Saturdays. No sales are permitted before opening time.
39. Vendors shall occupy their space at least 30 minutes prior to opening time or Market Manager can reserve the right to refuse entrance for that day's market and future markets.
40. Each member is responsible for cleanliness and safety in and around his/her space.
41. The Market will begin operating in May. The annual spring meeting will be held on March 25,2019.
42. A suggestion box will be available at the market. Any written suggestions will be addressed within 30 days. Any resolution will be up to the Committee's discretion.

***I have read the above rules and agree to abide by them to remain a Member of the OPFM.***

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**Print Name**

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**Signature**

**Date**

For more information, contact:  
 Joany Titherington, Oak Park Farmers Market Manager, Ph.: 916-704-2843,  
 e-mail: farmersmarket@nwsac.org