



Turner Farmers Market 2018 Market Rules and Guidelines

INTRODUCTION:

Turner Farmers market is held every Sunday starting June 10th through August, at the corner of 3rd & Boise Streets in Downtown Turner. Hours are 9:30 AM to 2 PM. The Market could also use Burkland Park in the future.

Our purpose is to provide a direct outlet for local growers/producers and a source of fresh, high quality farm products to customers, while enhancing the vitality of Downtown Turner. We aim to feature growers/producers mainly from Marion, Polk, Yamhill, Linn and Benton Counties, and all food items must be grown or produced in Oregon.

PRODUCT GUIDELINES:

1. All products must be grown, raised, produced or gathered by the vendor in Oregon. Products which may be sold may include, but are not limited to: vegetables, fruits, berries, herbs, nuts, flowers, plants, seafood, honey, meat and dairy products; also some farm-based food items which are made by the vendor, such as cheese, sausage and baked goods. To maintain the atmosphere of a farmers' market, products with commercial or super-market style packaging may be disallowed.
2. Bedding and landscape plants and flowers (live or cut) are allowed.
3. The Market may allow some "farm-style" non-food products, such as goat milk soap and beeswax candles made from local farm components that are grown or raised by the vendor (e.g. milk for a milk soap vendor, honey for a beeswax candle seller).
4. Some crafts, antiques and collectables may be sold at the Market. No guns or weapons can be sold at the market.
5. The Market does not offer exclusive rights to any one vendor to sell any one product. Customers generally benefit from having a choice. However, if the Market believes the number of vendors offering the same or similar products is excessive, duplicate products may be denied entry.
6. All products shall be of good quality. Issues of quality will be addressed by the Board. The sale of live animals may be prohibited.
7. Food Trucks and like vendors are welcome as space is available.

VENDOR OBLIGATIONS:

1. Vendors are responsible for informing themselves, and complying with, state and local health regulations and licensing requirements governing the production, display, distribution, sampling and sale of their products.
 - A) In particular, vendors must comply with the rules regarding farmers' market sanitation and health issues, as covered in the Oregon Dept. of Agriculture's "Food Safety at Farmers Markets Information and Guidelines, Section B. Farmer's Market Vendor Responsibilities". Processed and baked goods must be prepared in licensed kitchens. Special requirements apply for "potentially hazardous foods" – as defined by OAR 603-25-010(20) – and foods sampled by customers.

- B) All products offered for sale at the Market must comply with state and federal standards governing weight, packaging, display and labeling.
 - C) Vendors shall provide the Market in advance with copies of any permits, licenses and certifications applicable to the sale of their products.
2. Since the Market itself cannot assume responsibility for product liability, vendors are required to provide City of Turner a liability insurance certificate as per application.
 3. Booths and tables shall be provided by the vendor and must not be a hazard to the public or other vendors.
 - A) For safety reasons, umbrellas are not allowed. Canopy tents are optional, but must be anchored at all 4 corners must be weighted. Canopies must also fit within, and not exceed, the vendor's 10' x 10' designated space at ground level.
 - B) Vendors should offer assistance in their booth to disabled customers whenever needed.
 4. Each booth must prominently display a sign identifying the farm or business by name, location and contact information. Accurate product descriptions will be provided by the vendor.
 5. Vendors are responsible for keeping their spaces **attractive and clean** during market hours and sweeping up any debris left in their space after tear down.
 - A) Tables should have table clothes and products attractively displayed.
 - B) Per ODA requirements, excess produce shall be stored in impervious plastic tubs or coolers. Or if using cardboard boxes, they must be elevated off the ground (i.e. on top of another empty box or crate).
 - C) Vendors whose products generate waste should provide trash receptacles at their booth for customer use. Vendors are required to remove this refuse from the market site. Vendor's trash receptacles may not be discarded in the receptacle provided by the City of Turner.
 - D) Producers may use employees or family members to sell their products.
 - F) Vendors may not smoke at the Market.
 - G) Vendors may not bring pets to the Market.
 - H) Vendors must notify the Market Manager of absences by the Wednesday prior to the Market by 5 PM. Please contact the Manager during regular business hours (8:30 AM to 5 PM), unless you have an emergency.

SET UP/TAKE DOWN:

1. All vendors must have stalls set up and ready for sales by the start of each market day (9:30 AM). **All vehicles must be out of the market area by 9:00 AM.** At the end of each market, vehicles must remain out of the market area until at least 2:15 PM to allow customers time to leave the parking lot.
 - A) Set up begins 2 hours prior to the start of each market.
 - B) Booth space is assigned by the Manager. Every effort will be made for regular vendors to occupy the same space all season, but adjustments may be made to maintain a cohesive layout.
 - C) Late-arriving vendors must report to the Manager, who may impose restrictions, as appropriate, on vehicle access.
 - D) Market vendors are required to park in such an order to leave as much parking for patrons as possible. If you have trouble distinguishing where a good area is located, the market Manager would be happy to help you find it.

- E) The Market can be closed at any time at the Market Manager's discretion. The Market assumes no liability after the time of closure.
- F) Vendors must take down and pack up **prior to bringing their vehicle** into the market area at the end of each market. This practice prevents a traffic jam for vendors who are ready to leave.

2. Vendors may not sub-let stalls under any circumstances.

3. The weekly space rental must be paid in advance. The payments will be collected at City Hall for the next week. The deadline to cancel a reserved booth space is Wednesday at 5:00 PM before each market date. If you fail to cancel by that time, your fee will be retained by the market. No vendor will be allowed to set-up until the weekly fee has been paid.

ENFORCEMENTS & DISPUTES:

1. Turner Farmers Market reserves the right to inspect any vendor business with an on-site visit to verify vendor claims.
2. All rules of the Market are enforced by the Market Manager who has ultimate on-site authority. Complaints or concerns should be directed to the Market Manager in a way that is not disruptive of the Market.
3. If a vendor does not abide by these rules, the Manager is empowered to take all appropriate action, including barring the vendor from selling at the Market for that day and any further market days.
4. A vendor may appeal any decision of the Market Manager concerning violation of these rules. An appeal must be presented in writing to the Turner Farmer's Market Directors. A decision by the Directors shall constitute a final decision of any appeal.
5. Disputes among vendors should be addressed to the Market Manager in writing within a week of the infraction. The Manager will deliver a copy to the vendor in question as soon as practical. In turn, they will have one week to reply in writing. Management will attempt to resolve disputes.

OTHER:

1. Turner Farmers Market reserves the right to prohibit anyone from selling, or to prohibit any product from being sold, at the Market.
2. Turner Farmers Market and The City of Turner are not responsible for any loss or damage incurred by the vendors.
3. Every vendor shall receive a copy of these rules and shall be held responsible for following the guidelines set herein.
4. The Turner City Council may alter the rules as needed at any time. It is up to the Vendor to stay informed.