

2018 WASHINGTON FARMER'S MARKET RULES

Revised May 2018

1. 2018 Washington Farmers' Market dates including holidays:
Thursday Evenings May 17, through October 18, in Central Park/downtown square, Washington, Iowa.
2. Market hours will be:
Central Park/downtown square, Washington, Iowa – Thursday evenings 5:00 p.m. – 7:30 p.m.
3. The vendor/grower shall abide by and comply with the hours of operation as prescribed. Failure to observe these hours may mean loss of the privilege to sell. **NO sales or set backs** are allowed before the official start of the market by the Market Manager.
4. Vendors/growers may not occupy or set up their stall until sixty (60) minutes before the market begins or 4:00 p.m.
5. The vendor/grower shall pay the sum of \$3.00 advertising/promotion fee to the Washington Farmers' Market Account, per each day of use. If electricity or other amenities are necessary, the fee will be \$5.00 per each day of use.
6. The vendor/grower shall not sublet their space to anyone without the permission of the Washington Market Manager.
7. The vendor/grower shall offer to sale only approved items which are actually produced, manufactured, or value added by the vendor there of in the vendor's garden, farm, or home. The offering for sale of any item acquired by/from others, either for resale or consignment, will not be permitted. The market is limited to individuals only; civic, fraternal, religious, governmental organizations or groups must comply with special section governing their participation. Brokers and wholesalers cannot resell their products or produce at the Farmers' Market.

APPROVED ITEMS (per Iowa Department of Inspection and Appeals):

- A. Fresh fruits and vegetables
 1. Washed and stored in clean containers; displayed at least 6" off the ground.
- B. Baked Goods (except soft pies and bakery products with custard or cream fillings)
 1. Must be completely wrapped, covered, bagged, or boxed.
 2. Must be labeled with:
 - a. Name of product
 - b. Quantity
 - c. Ingredients label encouraged
 - d. Name and address of person who made the item

- C. Eggs
 - 1. Cooled and kept cool at 45 degrees
 - 2. Not stored/sold in USDA certified containers
 - 3. Reuse of egg containers is encouraged, but a line must be drawn through lettering with felt tip marker.
 - 4. Labeled (see B2 above)
- D. Honey
 - 1. Labeled (see B2 above)
- E. Flowers and Plants
- F. Handicrafts
- G. Cider
 - 1. Labeled (see B2 above)
 - 2. Pasteurization Label or USDA approved Warning Label
- H. Organic Produce
 - 1. Packaged produce labeled (see B2 above)
 - 2. Proof of certification and records available
 - 3. Prominently display ORGANIC OR TRANSITIONAL ORGANIC sign with farm location included.
- I. Jams, Jellies, Noodles, Pasta, Apple Butter, Dehydrated Fruit, Dried Soup Mixes, and other non-potentially Hazardous products (does NOT require refrigeration and is shelf safe).
 - 1. Labeled (see B2 above)
 - 2. Listing of ingredients recommended
 - 3. Pepper Jelly & Salsa are NOT approved

UNAPPROVED ITEMS

- A. Meat, meat products, fish, poultry
- B. Livestock or pets
- C. Dairy Products (examples: homemade butter, raw milk)
- D. Home canned low-acid fruits and vegetables
- E. Home processed acidified foods (examples: salsa, egg rolls, pickles)
- F. Cider made from windfall/downfall apples

A person wanting to sell a product that is listed unapproved should contact the Iowa Department of Agriculture and Land Stewardship at (515) 281-6588. They will inform as to what option and requirements are available, if any (i.e. a food service establishment license, Farmers' Market potentially hazardous food license, mobile food license) as well as information and referrals pertaining to weights, measures, and tax questions.

8. The vendor/grower shall be responsible for providing uncontaminated, bacteria free products/produce, using recommended standard agricultural and sanitary practices. Product and personal liability is the responsibility of the vendor, a check with your homeowner's insurance agent is advisable. Questions concerning information regarding product/sample safety should be directed to the Market Manager, the Washington County Health officer, Jason Taylor (653-7782), or the Iowa Department of Agriculture and Land Stewardship Horticulture & Farmers Market Bureau (515) 281-6588.
 1. PS # 1. US Food & Drug (11/13/2015)
New standards for produce safety. Testing & records are required at any time that contact is made with produce for wash or irrigation. The well source must be tested & a record kept. The Washington County Health officer, Jason Taylor (653-7782) will test once for free.
9. The vendor/grower shall at all times keep the vendor's space, including the surrounding area, clean and free of debris. The vendor/grower shall remove all personal equipment and product/produce upon departure. All pets, except those for the hearing or visually impaired, will be prohibited from the market area.
10. The vendor/grower shall occupy the prescribed stalls. All walkways or traffic areas must be kept clear.
11. All sales are to be by container or item, not by weight. Sale by weight is permissible and encouraged if scales are State of Iowa Certified or approved (515) 725-1492.
12. Each seller is responsible to file sales tax statements where applicable, contact the Department of Revenue and Finance (800) 367-3388 for further questions concerning reports, temporary sales tax permits, and applications for an Iowa sales tax permit. Vendors shall be prepared to provide necessary information upon request.
13. No person in the public market shall attract attention to his/her articles by outcry or in a boisterous manner. The use of logos/identification on flags, umbrellas, canopies, display, signs and banners, thematic to the product and image of the Farmers' Market are permissible and encouraged.
14. Sales will take place in designated display areas only. The use of large trucks or detachable trailers is prohibited; except under extenuating circumstances, sales on normal traffic areas will be prohibited.
15. In the event that the vendor/grower fails to comply with these rules or the authorized directions of the Market Manager, the vendor/grower shall immediately vacate their space and immediately cease sales.

16. The Washington Farmers' Market is a certified Market in the Iowa Farmers' Market Nutritional Program, strict adherence to the rules and regulations concerning the WIC/Nutrition and the Iowa Seniors Nutrition programs and the state food voucher program will be required by participants.
17. The Washington Farmers' Market and the area of Washington Central Park is a "SMOKE FREE ZONE" smoking by participants (vendors and customers) is prohibited!
18. All small burner heat sources are to have an insulating material to protect grass or concrete surface. Hot materials (kettles, bowls, pans or similar hot containers) shall not be placed directly on to the grass or concrete surface.
19. No vehicles will be permitted on the grass.
20. Recycling of plastic, cans, paper bags and cardboard is encouraged. There are recycle trailers in the alley behind the Public Library and the corner of the Muni parking lot across from the Post Office.
21. Class K and Class ABC fire extinguishers are available in the "Sound Room" storage on the left side of the Municipal Band Stand.
 1. PS #2 It is highly encouraged that all growers take the Farmers' Market Food Safety training. It's offered free at: www.safeproduce.cals.iastate.edu. There are four (4) sections;
 - a. Pre-Harvest
 - b. Post-Harvest
 - c. Marketing and Best Practices at the Market
 - d. Value Added Products

WASHINGTON FARMERS' MARKET

Market Manager

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WASHINGTON FARMERS' MARKET "GUEST" RULES 2018

The Washington Farmers' Market makes a concerted and specific effort to be a home town social, economic, and cultural event every week during the growing season. The Market invites and encourages local organizations to be our guests to disseminate information and support their organization at one of the weekly mini-fairs.

Rules and Regulations for Non-profit Organizations and Community Groups

1. Non-profit organizations and community groups (organizations) shall be allowed at the Washington Farmer's Market three (3) visits per season, only two (2) of which may be on consecutive markets.
2. An organization's request for space must be made to the Market Manager a minimum of two (2) weeks prior to the market day requested. The space will be made available on a first come, first served basis.
3. The Iowa Legislature has ruled that all entities, including non-profits and organizations must adhere to the same "safe serve" food rules.
4. All organizations will set up their display in the space assigned by the Market Manager.
5. An applicant must provide the Market Manager with satisfactory proof of the organization's non-profit status and of his/her position as a representative of the organization.
6. Only non-profit and community information organizations may engage in resale of items related to or in support of their organizations for fund raising purposes.
7. Organization representatives shall not interfere with market operations by aggressively soliciting signatures, donations, or attention. Activities shall not block sidewalks or access to vendor/grower stalls.
8. The market retains the right to regulate the time, place and manner of activities relating to displays, signs, posters, and expressions of the interests represented. The use of fighting words, obscenities, grisly, or gruesome displays, or inflammatory slogans likely to provoke a disturbance are prohibited. The Market Manager and/or designee reserves the right to expel an exhibitor/vendor for such behavior.
9. Each organization must prominently display its name, and must comply with all applicable market rules.

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