

2012 Mount Vernon Farmers Market Vendor Policies

Vendor Responsibilities

1. **Every vendor must have a UBI # from the state Department of Licensing (farmers selling their own edible produce are exempt). You must put your UBI on the vendor applications in order to sell at the market. This is a State Department of Revenue rule.**

2. **Set-up time is between 7:30 and 9:00am on Saturdays, and 10 to 11am on Wednesdays. Please show caution and courtesy when driving around pedestrians and vendor tents in the market area.** We recommend that all vendor vehicles be removed from the Market area ½ hour before opening, unless approved by the Market Manager. Please park vehicles at least 1 block away from the market site. Save the most convenient parking spots for shoppers.

3. Market hours are from 9:00 am until 1:00 pm on Saturdays downtown, and 11am to 3pm on Wednesdays at the Skagit Valley Hospital. No sales are allowed outside of market hours except to other vendors. Vendor stalls must remain set up until the closing bell. Caution is urged when driving vehicles around pedestrians during closing and breakdown. Notify the Market Manager if early departure is necessary or to assist with vehicle removal.

4. Spaces will be assigned with consideration to the length of time at the Market, continuity, product presentation, and the best interest of the entire market. Check with the Market Manager when you arrive to assure a well spaced market. **Please inform the Manager at least 24 hrs in advance if you are not going to be present.** The Market cell phone number is 360-540-4066.

5. **Vendors provide their own canopies, canopy weights and tables. For safety and insurance purposes, vendors must use adequate anchor weights on all canopy legs and umbrella stands, 24 lbs per leg during market hours including set-up and breakdown.** Any vendor who fails to properly anchor his or her canopy will not be allowed to erect a covering on that market day. The Manager can provide information on safe ways to anchor canopies and umbrellas.

6. **Vendors must remove refuse and/or unsold products from the market area at closing.** Neither the city nor the farmers market is responsible for your garbage removal. If your garbage is left, you will receive one warning; after that you will be fined \$50 for violation in addition to the cost of garbage removal. Further disregard of this policy may be grounds for Market expulsion.

7. Vendors are required to pack-out their waste water or gray water – emptying into storm drains is prohibited due to our proximity to the river.

8. **A non-refundable \$30 registration fee must be paid with your application.** The daily stall fee is based on the following chart, approximately 5% of gross sales. The daily fee for non-registered vendors is \$35. The Market Manager will collect the fees on the market day.

Vendor Stall Fee Schedule

Gross sales	Fee	Gross sales	Fee	Gross sales	Fee	Gross sales	Fee
0-\$100	\$15.00	\$651-700	\$35.00	\$1001-\$1050	\$52.50	\$1351-\$1400	\$70.00
\$101-\$400	\$20.00	\$701-\$750	\$37.50	\$1051-\$1100	\$55.00	\$1401-\$1450	\$72.50
\$401-\$450	\$22.50	\$751-\$800	\$40.00	\$1101-\$1150	\$57.50	\$1451-\$1500	\$75.00
\$451 to \$500	\$25.00	\$801-\$850	\$42.50	\$1151-\$1200	\$60.00	\$1501-\$1550	\$77.50
\$501-\$550	\$27.50	\$851-\$900	\$45.00	\$1201-\$1250	\$62.50	\$1551-\$1600	\$80.00
\$551-\$600	\$30.00	\$901-\$950	\$47.50	\$1251-\$1300	\$65.00	\$1601-\$1650	\$82.50
\$601-\$650	\$32.50	\$951-\$1000	\$50.00	\$1301-\$1350	\$67.50	\$1650 and up	5%

9. **Vendors selling ready to eat and prepared food are responsible for their own licenses and permits from the Skagit County Health Department.** Go to the Skagit County website or call 360-336-9380 for more information.

10. The market welcomes **young entrepreneurs**. Children under the age of 14 are welcome to sell products they have crafted or grown themselves. A nominal stall fee of \$5.00 will be charged. Creativity is encouraged; the Market Manager has the authority to set standards. Lemonade & cookies are not recommended since even children are required to meet Skagit County Health Department regulations

11. **Non-profits organizations** whose mission is in-line with the interests of the market may set-up information tables as space allows. Contact the Market Manager for permission in advance. The market reserves the right to refuse permission for religious, political, or other activities.

Market Management

Market policy is made by the Board of Directors. Board meetings are scheduled for the firsts Tuesday of each month. Ask the Market Manager about the next Board meeting. Interested vendors and customers are welcome to attend.

The Market Manager administers policy of the Market Board of Directors. The Manager has on-site authority, and is responsible to the Board of Directors for enforcement of market policy.

Failure to abide by any policy of the market or decision of the Manager may result in temporary or permanent loss of market privileges.

Suggestions for a change of market policy may be submitted in writing to the Mount Vernon Farmers Market Board of Directors P.O. Box 2053 Mount Vernon, WA 98273.

Product Guidelines

All products must be grown or produced by the vendor. You may sell something from another farmer if no other market vendor grows and sells it. Allowable products for sale at the market are; fruits, vegetables, herbs, plants, flowers, other agricultural/horticultural produce, meat, poultry, and fish, cheese and eggs, prepared food items, and selected handicrafts as approved by the Board.

The Mount Vernon Farmers Market reserves the right to prohibit anyone from selling, or any product from being sold. Preference will be given to Skagit County vendors.

1. Produce.

The Mount Vernon Farmers Market supports farm-fresh, locally grown products and is not an outlet for wholesale produce. Produce from other counties may be sold, providing it is not available locally and comes directly from the grower without a middle marketer.

Produce should be insect free, fresh and have no residue that cannot be removed by normal washing. Only the highest quality produce will be allowed for sale at the market. The Market Manager has the right to request any vendor to remove any merchandise deemed unacceptable to the market.

2. Landscape Plants and Flowers.

Plants must be propagated in soil by the vendor from seed, cuttings, bulbs, or plant divisions. All products for sale must have been grown by the vendor.

Contact the Market Manager or the Washington State Department of Licensing (360-664-1400) for state licensing requirements. You are responsible for your own state Nursery Retailer/Wholesaler license.

3. Food Items and Prepared Food:

Prepared items must be produced by the vendor from raw ingredients. Food vendors must have a Washington State Food Handlers Permit and any other permits required by the Skagit County Health Department (360-336-9380) or the Washington State Department of Agriculture (360-902-1800). Prepared foods must comply with current Skagit County Health Department regulations. Vendors using open flame must have a portable fire extinguisher in their stall.

The market may, at its discretion, limit the number and product mix of food vendors. Contact the Market Manager well in advance of your desired market date to determine space availability.

4. Handicrafts:

The market welcomes a limited number of crafters whose crafts are kitchen, home or garden related. You may contact the Market Manager to reserve a space for one day for a \$35 stall fee without a registration fee. Market Board representatives will review your products for suitability for future markets by the end of that day.

Ours is a welcoming, people-friendly market. Dogs on leashes are welcome. **Smoking is prohibited inside the market area.**

The Market receives financial or in-kind support from: City of Mount Vernon Hotel/Motel Funding, Downtown Business Community, Friends of Skagit County, Skagitonians to Preserve Farmland, Skagit Valley Food Co-Op, Skagit Valley Hospital, Childrens Museum of Skagit County, Skagit County Community Action Agency, Burlington Little School and the Mount Vernon City Library.

Market Contact: Ron Farrell, Manager

Cell: 360 540-4066

Email mvfarmer1@hotmail.com

www.mountvernonfarmersmarket.org