

# Princeton-Zimmerman Farmers' Market

## Rules and Regulations

### **Section 1: Name/ Market Location**

a. Princeton Farmers' Market will be located at Princeton Mall Parking Lot, 111 Rum River Drive, Princeton, Minnesota. 55371.

b. Zimmerman Farmers' Market will be located at Fremont and 2<sup>nd</sup> Street. West, Public Parking Lot, address, Zimmerman, Minnesota. 55398.

### **Section 2: Hours of Operation**

a. The Princeton Farmers' Market will operate from 8:30 a.m. to noon each Saturday from May 8, 2010 to October 30, 2010 - **Setup time is 7:30 a.m. to 8:30 a.m. and all members are to vacate parking area by 12:30 p.m.**

b. The Zimmerman Farmers' Market will operate from 3:00 p.m. to 6:30 p.m. each Tuesday from May 25, 2010 to October 26, 2010. **Setup time is 2:00 p.m. to 3:00 p.m. and all members are to vacate parking area by 7:00 p.m.**

### **Section 3: Market Approvals**

a. Approval of the Princeton Farmers' Market must be granted by the Princeton Chamber of Commerce Board as directed by the Government of the City of Princeton each year.

b. Approval of the Zimmerman Farmers' Market must be granted by the Zimmerman Economic Development Board as directed by the Government of the City of Zimmerman each year.

### **Section 4: Market Vendors**

a. All Vendors are Minnesota Farmers and Specialty Growers within a radius of 45 miles of the City of Princeton/Zimmerman and pay an annual membership fee to the Princeton Zimmerman Farmers Market Association prior the first opening market day. (**See Section 7 for membership fees**).

b. Market vendors can be removed from participation in the Market for violating rules of Article 6 and upon a majority vote of the Princeton Farmers Market Association Board of Directors after a due process hearing be suspended from market participation. The market manager can suspend a market vendor until the Board of Director hearing is conducted.

c. Vendors that are suspended from the farmers market for violating market rules and regulations will not receive a refund of annual association membership and retain membership to the association.

### **Section 5. Market Rules**

a. All agricultural items sold must be grown or raised by the participating farming vendor family. (Retailing of wholesale produce is not allowed).

b. All produce items should be sold by bulk, bundle, or individual item, not by weight units of measure, unless the vendor has a Minnesota State Certified Scale.

c. Live stock animal sales or domestic animal sales are prohibited.

d. Market vendors are allowed to co-op sell produce and product grown and raised in Minnesota by other approved market vendor not present at the market at time of sale but not as a wholesaler.

e. Craft type items and cookbooks may be sold by the participating members only if the item is an extension of product produced (homegrown for at least 30 days and grown on farm/garden to qualify as extension of product) and raised by the farmer/grower. Examples: sheep wool, dry flower arrangements, leather items, cookbooks with recipes related to produce sold.

f. All market vendors should carry product liability insurance as a rider on their Farm/Home insurance policy since the association does not provide this coverage. *The association does carry General Commercial Liability that covers all approved vendors at the market. Liability covers all registered association members and indemnifies the City of Princeton and the City of Zimmerman when the market is located on public space.*

g. Processed food items should be sold with a valid processing license or that complies with the Minnesota Litchfield labeling law requirements. *\$5000 annual sales of process food items. Items sold must comply with MN State Statute 28A.* All produce sold must comply with Country of Origin Labeling (COOL).

h. Produce sold as Organic must have originated from an organic grown Certified Farm.

i. Farmers/growers that are not Certified Organic can advertise or sell produce as “Chemical Free” if they practice chemical free farming.

j. Customer Satisfaction Guarantee Clause-Product satisfaction by the market customer is important to maintaining a viable market. Customers buying products from the market, if not satisfied by the product purchased, will be refunded or have the product replaced free of charge with no questions asked by the product seller. If the customer complaint is lodged the week after the product was sold and the market vendor is not participating in the market that week, the customer will be refunded for that purchase by the Market Manager with no questions asked up to a total value of \$20.00 per customer. Upon which the Market Manager will seek reimbursement from the vendor.

k. Customers that display a habitual dissatisfaction, or appear to be abusing the satisfaction guarantee clause will be handled by the Market manager on a case-by-case basis.

l. Front and Back entrance of market area will be block off with cones, to prevent accidents. Only those individuals who are handicapped and unable to get out of their car will be allowed to move through market aisle. They will need to contact a market person at either the entrance or exit to get the cones moved so they can move through the market aisle.

m. **Princeton Market only** – vendors coming after 8:30 a.m. will park at the end of the market aisle, parking after last stalls occupied. Market vendors will receive an assigned stall (stall is two parking spaces). These individuals must be in assigned area by 8:00 a.m. Note: if a car is parked in the market area and in an assigned stall location, market vendors will move down to the next available stall. For those market vendors that have assigned stalls and will not be attending the market until later in the season, you must notify the market manager so your stall can be used by other farmers/growers.

n. According to the Minnesota Department of Agriculture (operational guidelines) for Farmers Markets, the only animals allowed in the area of operation are police dogs and service animals, such as patrol or handicap assistance dogs. (Note: a sign will be placed in the market area to notify customers.)

## **Section 6: Farmer/Grower compliance checks**

The Market managers have the right to inspect participating member farms or gardens, to verify produce sold at market is Minnesota Grown and not purchased wholesale for retail sale.

### **Section 7: Fees and use of Funds**

All association membership fees are to support the local Farmers Market's advertising campaign, insurance expenses, market branding supplies and market/association promotional websites and other expenses incurred by the Association and does not provide direct benefit to the members. The following association membership fees apply:

- a. Annual Association Membership fee: \$150 for Princeton Market vendors, \$125 for Zimmerman markets vendors and \$275 for combined Princeton/Zimmerman Market vendor. (The Zimmerman Market is limited to 15 vendors).
- b. All vendors are required to obtain an Minnesota Grown License: \$20.00 (Application available [www.mda.state.mn.us/mdaforms/default.htm](http://www.mda.state.mn.us/mdaforms/default.htm) or from market manager), and they must provide the license number on their application forms
- c. Special Membership fee: Community members or associations which wish to support the local markets but are not market vendors may join the PZ Farmers Market Association by paying a annual fee of \$50.00. (See PZ Farmers Market Association Bylaws for restrictions).
- d. All membership applications must be approved by the Association Board of Directors.

### **Section 9**

a. The *Princeton Farmers' Market* maintains a sign on the (O'Reilly's Auto Parts )stanchion and is responsible for its maintenance as outlined in an agreement letter between O'Reilly's Auto Parts and The Princeton Farmers' Market.

b. The *Zimmerman Farmers' Market* maintains a permanent information sign on the entrance - Fremont & 2<sup>nd</sup> Street West to the public parking lot, and is responsible for its maintenance as outlined in an agreement letter between City of Zimmerman and The Zimmerman Farmers' Market. The market has two foldout signs that are setup along Fremont Lane only during operation of market and will be removed after market closes.

### **Section 10**

Exceptions to any of the rules will be determined and may be granted by the Market Manager and the Association Board of Directors.

### **Affiliations**

The Princeton Zimmerman Farmers Market Association ([www.pzfarmersmarket.org](http://www.pzfarmersmarket.org)) is affiliated with the Minnesota Grown Promotion and is a member of the MFMA (Minnesota Farmers Market Association ([www.mfma.org](http://www.mfma.org)), MFVGA (Minnesota Fruit & Vegetable Growers Association) ([www.mfvga.org](http://www.mfvga.org)), and The National Farmers Market coalition.

**(2010) Market Manager for Princeton is Dan Whitcomb, he was appointed by the association board to serve until April 2011.**

**(2010)Market Manager for Zimmerman is Shirley Hines, she was appointed to serve until April 2011.**

**Rules and Regulations approved by full membership on \_\_\_\_\_, 2010 at \_\_\_\_\_.**