

**JACKSON COUNTY FARMERS MARKET FOOD VENDOR RULES 2017**

- 1) Vendors will submit all required paperwork and fees to the Market Manager before setting up a booth.
- 2) Thursday schedule 2pm-6pm/Saturday schedule 9am-1pm. Booth set up will be completed by the opening of the market and take down will not begin before closing time on day of market. The vendor will be responsible for leaving the space clean and free of debris or a fine of \$15 will be assessed.
- 3) Vendors must abide by the Wisconsin Food Code – Chapter 9 Mobile Food Establishments and have licenses required for the sale of food from a mobile establishment. License must be displayed at the booth and copies given to the market manager.
- 4) No pets allowed in the market area. Exception includes the use of a service animal.
- 5) Alcohol and drugs/controlled substances are prohibited. Smoking is not permitted in the market area.
- 6) Vendors must have a certificate of liability/product insurance to participate in the JCFM. A copy of this must be presented and will be kept on file with the market manager. JCFM should be added to each vendor's policy as an added insured.
- 7) Vendors will dress appropriately wearing shoes, shirt, pants, skirts, etc. and will maintain a neat/clean appearance of their booth.
- 8) Professional behavior is required at all times. Negative comments about other vendors and products are not permitted.
- 9) No personal music will be allowed at any vendor booth.
- 10) Vendors with children must keep them within the parameters of their booth and must be supervised.
- 11) Vendors must carry personal emergency contact information in the event of illness or injury.
- 12) Political or religious displays, demonstrations or ceremonies are not permitted.
- 13) The JCFM Market Manager/Board of Directors will approve all items for sale at the market during the application process. Products that have not been approved in advance by the manager/board will not be allowed to be sold at the market.
- 14) Food vendors must be present when scheduled or must communicate with JCFM Market Manager regarding an absence by noon the day before market. No call, No show for 2 scheduled market days will result in your future scheduled dates being cancelled.
- 15) Rules can be amended or changed by the market manager or the Board of Directors of JCFM. Vendors will be given one week notice before new policies are enacted.
- 16) The market manager or designee has the final say regarding whether to allow any product to be sold at the market, per recommendations by the JCFM Board of Directors.
- 17) The market manager or designee has final decision-making power during the hours of market operation.
- 18) The Farmers Market Manager and the Board of Directors will deal with infraction of the above rules. Infractions will include warnings or loss of ability to sell at the JCFM. All processes handled by the Market Manager may be appealed to the Board of Directors for a final decision. All grievances will be taken to the FM Manager, which will then be decided upon by the FM Board of Directors.

**Acceptance of this agreement entitles the below signed vendor to participate in the Jackson County Farmers Market.**

**By signing this application, I accept and will adhere to the terms/rules governed by the JCFM:**

Vendor/Business Name (please print) \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_