

## AMADOR FARMERS MARKET ASSOCIATION

### Market Guidelines

#### TYPE OF MARKET

The Amador Farmers Market (AFM) provides growers of all sizes with the opportunity to sell their fresh and local (generally, within a 100-mile radius) products to the community.

This is a certified growers market operating in accordance with the regulations in the California Administrative Code, Title 3, Chapter 3, Group 4, Article 6.4 on direct Marketing and CURFFL Health Regulations, Article 15.

The market is certified by the Amador County Agricultural Commissioner as a direct marketing outlet for producers of certified agricultural products. The producer may sell their products without meeting the usual size, standard pack and container requirements for each product except in the case of eggs and pre-packaged items. However, all products **MUST** meet minimum quality standards and all health regulations.

**NO** peddlers or vendors will be permitted, nor holders of commercial license 56181 of the Agriculture Code. **NO** resale of any commodities purchased may be made, and **NO** commissions may be paid or received in connection with sales at the market.

#### MANAGEMENT

The Amador Farmers Market is managed and controlled by the AMADOR FARMERS MARKET ASSOCIATION. The Board of Directors and its manager shall implement and enforce all rules and regulations pertaining to the operation of the Association in a fair and equitable manner.

Sellers must grant permission to the Market Manager or other AFM representatives to enter and inspect the seller's premises as often as needed throughout the season for the reasonable inspection of: land, facilities, proof of ownership, partnership agreement, land lease, and other applicable agreements in order to determine whether the seller is in compliance with the certificate, license, or permit conditions. These visits are used as a way for the association to verify the information provided by the farmers and the products and quantities the farmer intends to sell and the production practices being used. These visits can also serve an important educational purpose by giving the market manager the opportunity to learn more about the farmers and their farming operations.

#### PERMISSION TO SELL

Anyone holding a Certified Producers Certificate may apply to sell at the market. However, the Board of Directors delegates to the Market Manager the duty to balance the array of products and

produce available to the consumer. Other producer-direct agricultural products may be sold as allowed by the Association guidelines and State Direct Marketing regulations.

**Copies of all appropriate certificates and permits MUST be posted so as to be readily seen by the consumer.**

A certified producer may sell on behalf of two other certified producers within a 12-month period, provided the name of each certified producer appears on **each other's** certificate. **The producer applying for certification shall obtain and submit to the agricultural commissioner, prior to certification, written authority from the other certified producers to sell on their behalf.**

In addition, a certified producer may sell for up to two certified producers provided that:

- Both certificate holders are Association members.
- Both current certificates are prominently displayed.
- Each producer's products shall be separated and identifiable.
- The certified producer selling for another certified producer shall sell by volume more product than that for whom they are selling.

Minimally processed agricultural products, such as fruits, vegetables, nuts and their products, processed herbs, nursery plants and flowers, poultry products and livestock products are permitted to be sold at the Market provided one or more of the following are met:

- A single producer controls the entire process from growing the crop through minimally processing and sale.
- The grower contracts with a processor to make an exclusive run of only that grower's crop.
- “Minimally processed” shall be construed to follow those guidelines set forth by the Department of Food and Agriculture. Bakery products and confections are specifically excluded by those rules.
- Sellers of processed foods shall have all necessary Health Department and/or USDA inspection certificates on file with the Market Manager and comply with all standard packaging regulations.

Items such as garlic braids, herbal vinegars, dried flower arrangements, prepared fleeces, birdhouses, wreaths, etc., **MUST** be constructed from products grown by the seller and appropriately certified.

## **NON-AGRICULTURAL PRODUCTS**

Sellers in the Non-Agricultural Products category are subject to the final approval of the Market Manager. Approval will be based, in part, on how closely an item is determined to fit into the overall agricultural theme appropriate to a Farmers market. Items purchased wholesale for retail sales are **strictly prohibited**.

#### Prepared Foods

Sellers in this category are those offering baked, cooked, canned, or preserved products. Items in the category include, but are not limited to, **baked goods, confections, and canned products**. Sellers must have developed the recipe for the item sold and either produced, cooked or canned it themselves or have otherwise maintained complete control of the product. Low acid canned foods are prohibited from the Market (e.g. vegetables, meats, low acid olives).

Non-agricultural food sellers **MUST** meet above requirements for processed foods and:

Products sold shall be packaged in bulk and for take-out. Bulk is equivalent to four servings; for example: whole loaves of bread, 4 rolls or bagels, 1 pound of pasta, etc.

#### Non-Food Items

Sellers in this category are those who have manufactured a non-food item and have executed every step required in providing the product. Products in this category include, but are not limited to, **“non-producer” herb products, candles, and soaps**. Items should be consumable products constant with the agricultural theme of a Farmers Market.

#### PRICING

Prices **MUST** be clearly posted. Please keep the quality and uniqueness of the products in mind when determining prices.

Pre-packaged products sold in containers **MUST** be labeled with the name, address, and zip code of the producer as well as a declaration of identity and net quantity of the commodity in the package.

#### STALL SPACES

Association members have the privilege of reserving stall spaces monthly or weekly during the market season with advance payment. Reserving on a weekly basis **MUST** be made by Thursday noon preceding market date. All sellers **MUST** notify the Market Manager by Thursday noon preceding market date if a cancellation is required. Sellers who fail to show up without first notifying the Market Manager **MUST** remit the stall space rental fee or forfeit future stall space at the market. Any unreserved spaces will be allocated on a first-come, first-served basis. Members may not sub-lease stall spaces.

Backyard growers are encouraged to participate by sharing stall spaces with one another.

Producers will be allowed one hour before each market for set-up. Producers will be allowed one half-hour after close of each market for take-down. **NO** set-up involving vehicles or shades will be allowed after the market opens. To ensure the safety of the public, **NO** movement of vehicles in or out of stall spaces will be allowed during market hours.

Suncloths/shades/umbrellas should be placed in or around stall spaces in a secure manner and so that the line of vision through the market is not broken and there is no distraction from adjoining stalls. If suncloths/shades/umbrellas overlap into adjoining stall spaces, growers in the adjoining stall spaces must agree to the encroachment.

Sellers are responsible for maintaining their space assigned to them in clean and sanitary condition, and when vacating such space, **MUST** remove all equipment, fruit, vegetables, trimmings, wrapping, and containers before they leave.

All Sellers **MUST** complete and submit the AFM annual Letter of Intent to the Market Manager in September of each year, indicating their plans to sell at the Market the following year, and listing the products they would like to sell (including any new products not previously sold and any deletion of products previously sold).