

Mt. Shasta Farmers' Market



Dear Producer,

Thank you for your interest in the Mt. Shasta Farmers' Market!

Here is the market application for the 2016 season. Completed applications will be reviewed and you will be informed of your acceptance to the market. Please return your completed application no later than May 7, 2016.

The anticipated start date for this season is May 23rd, and the ending date is scheduled for October 17th. We look forward to working with you to create a vibrant, full season that celebrates the produce and products of our Siskiyou region. As always, if you have any questions or concerns about the market, please let us know.

Hope to see you at the market,

Kirsten Olson and Phoenix Lawhon Isler
Market Managers
530.598.7996 Kirsten
530.925.0187 Phoenix
market.manager@e-jedi.org

Nancy Swift
Executive Director, JEDI
530.926.6670x12
nswift@e-jedi.org

Two handwritten signatures in blue ink. The first signature is 'Kirsten Olson' and the second is 'Phoenix Lawhon Isler'.

A handwritten signature in blue ink that reads 'Nancy Swift'.

MT. SHASTA FARMERS' MARKET APPLICATION PROCESS:

Upon receipt & review of your completed application you will be notified of your acceptance or non-acceptance into the market. Please submit your complete application by May 7th (or ASAP).

Return the following items to:

Mt Shasta Farmers' Market; JEDI; P.O.Box 1586; Mt. Shasta, CA 96067

____ Completed Farmers' Market Application page, & verification form if required (note, an unsigned and/or undated form will be returned to you)

____ Application fee of \$5 payable to "JEDI"

____ An embossed copy of your current "Certified producer's certificate". If you are not a producer of agricultural products, complete the "Producers' Verification Form"

____ If you are an organic grower, a current copy of your California "Certificate of Organic Registration"

____ Copy of applicable documents for prepared foods or meats

Stall fees are payable at each market day.

Stall fees for a 10' stall are \$20. Some 5' stalls (\$10) and 15' stalls (\$30) may be available.

Please note that some stalls require you to off-load your vehicle.

The Monday Mount Shasta Farmers' Market start date is set for May 23rd, 2016. The ending date will be October 17th but is flexible depending on the weather and product availability.

Market days are Mondays from 3:30 to 6:00 pm. Vendors are to be in their stalls & setting up by 3:00. Vendors may begin to set up at 2:00, but **no selling or bagging is permitted until 3:30.**

If you do not plan to attend the opening day of market season, please contact the market (530.925.0187) at least three days prior to your first market.

PLEASE RETAIN THE MARKET RULES FOR YOUR REFERENCE.

MT. SHASTA FARMERS' MARKET APPLICATION 2016

Farm or business name and legal name (if different)

Producer's name: _____

Mailing address _____

Town, state, & zip code _____

Phone _____

Email _____

Website _____

Business location _____

Approximate distance from Mt Shasta _____ miles

How many acres is your farm? _____

What percentage of your farm income is derived directly from selling at farmers' markets?

If you are not a farmer or grower, how does your product/business support Siskiyou County agriculture?

What is your approximate expected start date: _____

Which size stall would you prefer: 10' _____ 5' _____ 15' _____

Are you able to "off load" at the market? YES _____ NO _____

("off load" means that you do not need your vehicle at the market)

List the products you would like to bring to market; use a separate sheet if necessary. (If products are the same as those listed on your producers' certificate, state "see producers' certificate".) **LIST PRODUCTS:**

I agree to abide by the rules of the Mt. Shasta Farmers' Market and all applicable Federal, State, and County agricultural and health department regulations. I understand that a failure to comply with these rules and regulations will result in disciplinary action that may include exclusion from the Mt. Shasta Farmers' Market.

SIGNED _____

DATE _____

Non-growers must also complete "producer's verification form" on the following page

PRODUCER'S VERIFICATION FORM
MT. SHASTA FARMERS' MARKET
(to be completed by non-certified vendors)

I, the undersigned, verify that the products I intend to bring to the Siskiyou Farmers' Markets are non-certifiable by the California Department of Food and Agriculture. I further verify that all of the agricultural products I bring to the Mt. Shasta Farmers' Markets are produced by myself at the location stated on the application form.

If the items I bring to market are of an **arts and crafts** nature, I understand that these items are limited to those made by myself with a purpose or theme interactive with agriculture and/or composed of predominately locally grown agricultural products or by-products. I am including with this application a detailed description, or photographs, of my products.

If the items I bring to market are **prepared foods or meats**, I understand that I am required to be in compliance with local, state, and/or federal regulations for production of such foods. Foods produced at home must be in compliance with a Class B Cottage Food Operations Certificate. Meat producers must provide a letter from their USDA certified processor stating the products processed and the facility certification number. **I am enclosing a copy of current documentation from the following agency stating approval for the processed food products or meats that I intend to bring to market:**

_____ County Health Department
_____ State Health Department
_____ Federal Agency _____

I understand that I am also required to display a copy of this documentation at my stall during market hours. Further, as it is the intent of the Mt. Shasta Farmers' Market to promote local agriculture, I will seek out ingredients for my prepared foods that are produced by local growers. The use of GMO ingredients in processed products is strongly discouraged! Vendors at the market should seek out alternatives to genetically modified organisms, i.e. use cane sugar rather than beet sugar, look for "Non-GMO Project" certified ingredients.

If producing prepared foods, labels and/or lists of ingredients for my products are provided on an attached sheet. The market encourages the use of organic and local ingredients and Verification may be required.

NAME _____

SIGNATURE _____

DATE _____

Remember to complete the "application" page also

MT SHASTA FARMERS' MARKET RULES 2016

The Mt. Shasta Farmers' Market (MSFM) is a Certified Farmers Market and provides a venue for small and large scale family farms to sell products directly to the public and provides exemptions from complying with regulations for size, packaging, and transportation standards for packing, containers and container markings.

As a business, MSFM is committed to building a strong customer base inclusive of all populations, providing them with access to healthy and local fresh food and to the farmers that grow and produce it, and to building community around these values.

The market is required to adhere to many state, county and local regulations. All participating sellers are required to be familiar with, and adhere to, the following market rules. Please retain these rules for your reference.

ADMISSION OF PRODUCTS TO THE MARKET: The market management intends to offer the community a place to buy a variety of fresh agricultural products direct from the producers in a congenial atmosphere. **All products offered for sale must have the prior approval of the market management. Vendors offering products for sale without prior approval may be asked to remove these products from the market immediately.**

Additional non-agricultural products which may, under certain conditions, be sold are: fish and shellfish; meat products; processed food products, wool products; and agriculturally related crafts. The market may also accept vendors who produce prepared foods or handcrafted items. Priority ranking for admission to the Mt. Shasta Farmers' market is based on a relationship to supporting local agriculture. Because the emphasis of the market is to support and encourage agriculture in Siskiyou County, priority for acceptance to the market will be given to growers within the county. Priority will also be given to those growers with seniority, to those who have helped the market thrive over the years. Vendors who intend to offer prepared foods at the market are encouraged to support local agriculture by sourcing ingredients from the local growers. Priority will be given to growers who offer a selection of produce or items not already available at the market. Priority is also given to certified/registered organic growers. When space is available, arts and craft items will be juried prior to acceptance into the market and a priority will be given to those vendors who offer items related to an agricultural theme.

CERTIFIED GROWERS SELLING PROCESSED AGRICULTURAL PRODUCTS:

Unless otherwise specifically listed as an additional authorized agricultural, processed agricultural or non-agricultural product in this section, only fresh fruits, nuts, vegetables, shell eggs, apiary products, flowers, and nursery stock listed on a producer's certificate may be sold at the market.

Additional authorized processed non-certifiable agricultural products which may, under stated conditions, be admitted for sale within the market are: dried produce (beans, grains, fruits, nuts, and vegetables) listed on the producer's certificate; shelled nuts; dried herbs and spices; fresh juices; flower arrangements and wreaths; dairy and meat products; jams, preserves, vinegars, and flavored oils. Farmers must grow any raw ingredients in any processed products they sell excluding sweeteners, incidentals flavorings or preservatives.

All processed non-certifiable agricultural products must have, and be accompanied by, a

verifiable listing of the fresh product on the producer's certificate. Such products must also be clearly labeled with farm name, address, ingredient list, and weight. The seller must be able to show location and capability of processing or, if processing is done by a second party, the method used to ensure that the processed product returned is the original product submitted by the seller for processing. Receipts, volume data, and letters verifying methodology may be requested or required.

RESELLING AGRICULTURAL PRODUCTS AT MARKET IS PROHIBITED: The reselling of raw agricultural products will result in immediate expulsion from the farmers' market! Farmers are only allowed to sell products that they produce themselves or are listed on a second certificate and that are approved by market management. The activity of buying products from another farmer, wholesaler, store, or other food operation, and then selling those same products is known as reselling or peddling. No reselling of any products is allowed in any part of the market.

SECOND CERTIFICATE: Upon prior approval of the market management, a certified producer may be granted permission to sell for one other certified producer, under the following conditions: the selling producer may not sell for more than one other producer for the year; **the agricultural products shall be separated at the stand and a separate sign will be posted clearly identifying the farm of origin, stating the farm name and location;** at least 75% of the products sold must be those of the producer selling; the Certified Producer's Certificate (CPC) will include the name of the second farmer. Both the primary and secondary CPCs must be posted in the market stall.

ARRIVAL AND DEPARTURE: Sellers should arrive at the market site with sufficient time to arrange their display prior to the opening time of the market, at least 30 minutes prior to market opening time. Vehicles are prohibited from entering the market site after 3:00. Sellers may not begin selling prior to the official opening bell at 3:30. Sellers are required to stay until the closing bell of market, at 6:00. Sellers are expected to maintain a presentable booth until the closing bell and there is to be no "breaking down" until this time. All vehicles must be removed from the market site by 7:00.

ASSIGNMENT OF SELLING SPACE: The producer's location and space size shall be assigned at the reasoned discretion of the market management, with consideration to maintenance of good product mix, consumer flow, and vendor's history at the market. The management shall attempt to maintain continuity by allocating spaces to their previous users whenever possible. No vendor is allowed to sub-let, or share, their stall space with other vendors.

APPLICATION FEES AND STALL FEES: Application fees are set at \$5 and are nonrefundable except in extenuating circumstances. Applications must be renewed annually. Daily stall fees are \$20 for a 10-foot-wide stall and, when available, \$10 for a 5-foot-wide stall and \$30 for a 15-foot-wide stall. Vendors using electricity from the city outlets will be charged an additional \$3 per market day.

PERMITS AND LICENSES: California Direct Marketing regulations require that all permits and licenses shall be prominently displayed during selling hours, including a current embossed Certified Producer's Certificate. All updates to the Producer's Certificate shall be submitted to the market management. If selling organic product, organic certification documents must also be displayed.

SET-UP, SAFETY, AND SANITATION: Our goal is to have a neat, safe, and aesthetically pleasing market. Causing or maintaining an unsafe or unsanitary condition at the market is prohibited. All display table frontages must be behind the set-up line designated by management; no boxes or displays may extend into the common customer traffic areas. Tables and other display fixtures must be sturdy, stable, and not overloaded. All shades and shelters must be completely secured in all conditions or be subject to immediate removal.

CLEAN-UP, BAGS, AND LITTER: Before transacting any sales, sellers shall ensure that their selling areas and the immediately surrounding grounds are cleared and free of any produce trimmings or droppings or other litter. Any trimming of produce must be done so that trimmings fall in a box or container and not on the ground. Sellers providing bags for their customers shall ensure that such bags do not litter the market under any conditions. Before leaving the market, all matter and debris in the seller's area, including an area extending halfway into the common traffic area, must be completely removed and taken with the producer, without regard to whether the litter originated in the seller's area. The city trash receptacles are intended for use by the shoppers and community at large, not for the trash created at vendors' stalls. Please be respectful of our larger community.

IDENTIFICATION SIGNS: State law requires that all producers must display a conspicuous sign, legible at ten feet, clearly identifying the name of their farm or business and the town and county where their production occurs. Market management reserves the right to approve all signage in market vendor stalls. All certified producers must also display signage that states "We Grow What We Sell" or "We Raise What We Sell, (or similar language).

PRICES: All prices must be clearly marked or posted throughout the market day. Collusion and deceptive pricing practices are prohibited. Prices (including bulk buy discounts) must be consistent throughout the market day – price slashing will not be tolerated. Market management has the right to take action against activity that is detrimental or prejudiced to the functioning of the market.

SMOKING, NOISE, DISTURBANCE, AND INTRUSION: Smoking is not allowed in the market. Radios may not be played during market sales hours. No loud hawking or shouting to promote products is allowed. All product promotion and sampling must occur within the space assigned to the producer and not in any common area. Unreasonable, outrageous, or disruptive conduct is prohibited.

NON- PROFIT ORGANIZATIONS AT MARKET: The market, recognizing non-profit organizations as being an integral component of our community, will attempt to make available a stall space each week at the market for at least one non-profit group. This stall space shall be shared on a rotational basis throughout the market season with interested non-profits. The intent of this offer is for non-profit groups to share their purpose and information with the community. Non-profits are not allowed to offer items for sale at the market without prior approval of the market management. Non-profits must obtain permission from the market management prior to setting up at the market. Non-profits shall adhere to applicable market rules.

ANIMALS: Pursuant to Health Department regulations and City of Mount Shasta City regulations, dogs and other animals are not allowed in the market; the only exception is for registered service dogs.

COMPLIANCE WITH HEALTH, SAFETY, AND RELATED LAWS: When selling at the market, sellers and their products shall comply with all applicable requirements of the California Uniform Retail Food Facilities Law, the California Sherman Food Drug and Cosmetic Law, and the California Direct Marketing Law, including:

1. All produce and containers of produce must be kept at least 6 inches off the ground at all times.
2. Food preparation, except trimming, is prohibited for certified growers at the market site. Processed foods must be processed in a facility approved by the appropriate agency, i.e. County Environmental Health, State of California, USDA, etc. Processed foods prepared at Class B Cottage Food Operations will be considered for acceptance at the market. Foods prepared at Class A Cottage Food Operations will not be considered for acceptance to the market. Prepared foods are to be properly packaged and labeled under clean and sanitary conditions. Applicable certificates must be submitted with market application & a copy must also be displayed at point of sale.
3. Certified producers selling non-certifiable agricultural products (eg. nuts, jams, preserves, dried fruit, flour, juice, etc.) must conform to all state guidelines regarding content of non-certifiable products and all products must be prepared in facilities conforming to health department regulations described above.
4. Dried fruit and shelled nuts sold in an unpackaged bulk form must be displayed with a cover and conform to dispensing methods approved by the local health department.
5. No live animals, birds, or fowl may be kept or allowed within 20 feet of any area where food is stored or held for sale.
6. Vendors selling non-agricultural products and food products are required to have a valid permit from the local jurisdiction and are not considered part of the Certified Farmers' Market; however, they are part of the Mt. Shasta Farmers' Market.
7. All products sold as organic must be grown, produced, or processed in accordance with the laws of the National Organic Program of the USDA. Third party certification, or, if appropriate, California Organic Registration documents, MUST be displayed. Use of the word "organic" in any way to describe or define a product is prohibited unless the product is Certified Organic and/or Registered Organic.
8. Samples may be distributed only in accordance with all state and local health department guidelines; it is the samplers' responsibility to be familiar with them.

WEIGHTS AND MEASURES: When any product is sold by weight, the scale used shall be approved, tested, and sealed by a County Agricultural Commissioner, Sealer of Weights and Measures. Each scale must have a current seal and must be sealed on an annual basis. Scales must be readable by customers at all times.

LOAD LISTS: California State law requires that all Certified Producers provide a load list of all products brought to and sold at each certified farmers' market. Producers must report in standard units the quantities of each specific item listed on the producer's certificate brought to and sold at the market that day. These will be collected when stall fees are collected. The required load list form is included with these rules for you to copy and use at market.

DATES AND TIMES: The Mount Shasta Farmers' Market season is every Monday beginning on May 23rd and ending October 17th. The Market will operate every market day, rain or shine, with the only exception being when it conflicts with the annual July 4th holiday celebration in Mt. Shasta City. For the 2016 season the market will not operate on Monday July 4th. The market hours are 3:30 to 6:00 p.m., with all vendors to be at their stalls setting up no later than 3:00. Vendors arriving later than 3:00 may be charged a late fee equal to their regular stall fee for that day. Mt. Shasta Farmers' Market is located on N. Mt. Shasta Blvd. between Castle Street and Alma Street. Vendors may not sell products, or pre-bag products, prior to the opening bell at 3:30.

SPECIAL REQUIREMENTS FOR FARMERS:

- No crops grown using genetically modified, or genetically engineered, seed may be sold at market. Verification may be required.
- No crops grown in soil fumigated with methyl bromide (MBr) may be sold at market and no harvested crops protected in storage with MBr may be sold at market. Verification may be required.
- The farm owner or manager is expected to represent their operations at market whenever possible and **is required at least once for every four weeks of market.**
- The focus of the market is to gather the community of growers together in one place to create a vibrant offering for the benefit of all. Promoting a singular farm enterprise that would draw shoppers away from the market is discouraged at the market site, (i.e. CSA).

VIOLATIONS AND DISCIPLINARY ACTIONS: A seller may be fined, suspended or removed from the market, or have selling privileges in the market conditioned or limited by the market management for the following:

- failure to abide by market rules,
- failure to abide by state or local government regulations
- actions endangering the integrity of the market

Misrepresentation of product may result in immediate expulsion from the market. A seller is responsible for the actions of the seller's employees, trainees, and interns.

ENFORCEMENT: The market management and its designated agents shall implement and

enforce all rules and regulations pertaining to the operation of these certified farmers' markets in a fair and equitable manner.

MATTERS NOT COVERED: Matters not covered by these rules are decided by the market management. The regulations of the California Department of Food and Agriculture pertaining to direct marketing (Article 6.5, Group 4, Chapter 3, Title 3 of the Calif. Administrative Code) are hereby incorporated by reference to be part of these rules. Market management's interpretation of the Agricultural Code will control all initial questions and disputes about these rules. The market is subject to all pertinent local, state, and federal laws. All participating sellers are to be familiar with, and adhere to, the provisions of these rules and regulations.

SIMPLE SUMMARY: Essentially, all of these rules have a single theme, "Be Nice". If we respect our customers, our market neighbors, the other vendors, and the larger community then working together, we create a positive market experience for all.

Mt. Shasta Farmers' Market Load List

Date:

Farm:

<u>Item</u>	<u>Unit</u>	<u>Quantity brought</u>	<u>Quantity sold</u>
-------------	-------------	-------------------------	----------------------

Fruits:

Vegetables:

Flowers:

Herbs:

Plant Starts:

Other: