

GREATER SPRINGFIELD FARMERS' MARKET

MARKET RULES AND POLICIES

PRODUCERS MUST COMPLY WITH MARKET MANAGER'S DECISIONS AND MAINTAIN A SENSE OF PROFESSIONAL COURTESY AT ALL TIMES

1. The Greater Springfield Farmers' Market is a "Producer Only" market. All products sold at the market must be produced by the vendor, vendors family, or employees at the vendor's property and/or place of business. Value added products must be manufactured by the vendor, with the exception of water and beverages. Accessory products not produced by the vendor must receive written Board approval annually before being sold.
2. Reserved parking status is based on a producers 3 highest yearly attendance totals of the last 4 years. Reserved parking only applies to Saturday markets from mid-April thru end of October. Producers with reserved parking may pull into their assigned space between 6:00 and 7:30 am. Those missing the deadline will be parked as directed by the market manager. Parking for all other markets will be directed by the market manager.
3. Saturday markets during the summer market schedule will open promptly at 8:00 am with the sounding of the market siren. The market manager may use his discretion to open the market before 8:00 am during weekday markets and throughout the winter market season.
4. All producers must have enough weight on tents, canopies, tarps, etc. to prevent them from being blown down or into other vendors property, vehicles, etc. Producers are financially liable for any damage/injury caused to other producers, customers, and Battlefield Mall property.
5. Radios and music devices are discouraged, but if in use, must be kept to low volumes so as not to interfere with other vendors or market customers.
6. No electrical cords may cross the main thoroughfare of the market. All generators must be an inverter style or have a factory attenuated sound enclosure and be certified less than 70 decibels. All generators shall be positioned to the rear of the space or located on the vehicle so as not to cause a tripping hazard.
7. Producers must provide their sales tax number on their membership application. Each producer should display their Missouri Retail Sales Tax License somewhere in their space and is responsible for his/her own sales tax collection and payment according to the laws and statues of the State of Missouri.
8. All appropriate licenses and permits pertaining to a producer's products must be current and displayed in a prominent location in the producer's space each time they attend the market.

9. Producers are to exhibit courtesy to fellow producers and customer and must have at least one person selling who is knowledgeable about their products being sold at market.
10. All producers are responsible for the behavior of all individuals in their set up space including appropriate dress, shoes, and shirts. Profane or vulgar language, signage, or materials will not be allowed.
11. Producer's must maintain quality products and are responsible for their own set up and display of products. Producer's space must be kept clean while the market is open and all trash, etc. picked up and space left clean when they leave.
12. All boxes, bags, or containers used in sales, display, or transferring products at market must be generic, i.e. Made in USA/Missouri, Grown Locally, etc. Or labeled w. Producer's name/logo.
13. Producers are responsible for complying with current Dept. of Agriculture, Dept. of Revenue, and Health Dept. regulations concerning their products and business operations.
14. Any price & item advertising that includes only the name/logo of the GSFM, Inc. must be approved by the Board of Directors. Violations of this rule could result in disciplinary action.
15. All visible scales used for the weighing of customer goods must be certified by the Weights & Measures Division of the Missouri Department of Agriculture.
16. No producer at GSFM shall enter into any price agreement for the purpose of raising, lowering, or fixing abnormal or artificial prices for their products at GSFM, or assist others in any way to accomplish this purpose. Such "Price Fixing" is prohibited and subject to expulsion by the GSFM Board of Directors.
17. Non-Profit groups who wish to set up and sell must have management approval and become an associate member of GSFM. They will be allowed to distribute literature and group information of a non-political nature with market manager approval.
18. All rules and regulations of the market and the Battlefield Mall must be followed.
19. Signage and promotional material for other venues or promoting products other than what you have been approved to sell at GSFM will not be allowed.
20. All vendors accepting SNAP tokens (bronze \$1) must abide by all Federal laws and rules. This includes not charging sales tax, not giving change back, and no trading, buying, or bartering with such tokens. Only silver \$5 tokens may be traded or used in purchases with other vendors.
21. The GSFM Board of Directors reserves the right to review any membership and ban/revoke said membership for just cause. (i.e. behavior or language tending to injure the good name of the organization,

disturb it's well being, or hamper it in its work.)

22. For any "complaint" to be considered valid by a market producer alleging mis-conduct (such as reselling by another producer, circulating false reports, etc.), it must be submitted in writing to the market manager and signed by the complainant. The name of the complainant shall be kept confidential. An investigation by the market manager shall take place and the results presented to the GSFM Board of Directors for review and final action.
23. All purchased plant material needs to be in the possession of, and on the producer's property, for a minimum of 6 weeks. This includes, but is not limited to plugs, prefinished and finished materials. Any plant started from seed, bulbs, or tubers, can be sold at any time. Plant growers selling perennials are required to be licensed by the Missouri Dept. of Ag. Plant growers are advised to keep all records including purchase receipts, shipping/packing lists for review by the market manager and/or inspectors if requested.
24. Producers selling any frozen or fresh, whole or part, of a livestock classified animal, must have purchased, fed, and maintained said livestock on their own or leased property for the minimum time listed below, before processing for sale at the market.
Beef/Bison- 6 months Lamb/Goat/Sheep/Turkey/Hog/Fish- 3 months
Chicken/Rabbits- 3 weeks All other animals- 3 months unless approved by Board
- BE ADVISED:** All meat producers should keep accurate records of purchase, processing, feed costs, etc. and be prepared to make records available for any inspections done by market manager and/or market inspectors.
25. Vendors required by the Greene County Health Dept. to sample products must provide a copy of their sampling permit and product liability insurance to the market manager before sampling said products at the market. Producers must list GSFM as an additional insured on their liability insurance policy with a minimum of \$300,000/600,000 coverage.
26. Samples of meat products must be served fully cooked to USDA guidelines. Other products may be sampled individually, on crackers, chips, bread, or with sauces or seasonings.
27. Producers sampling shall have 3 or more sets of utensils needed to sample and provide their own chlorine test strips if required to be cleaned by market manager. Producers violating sampling rules and regulations will be suspended immediately until reinstated by the Board and producers with 3 violations per calendar year will be subject to disciplinary action by the Board
28. All the above rules are subject to immediate amendment during the market year by the market manager and finalized during the next regular scheduled Board of Directors meeting.