



## PLAINFIELD FARMER'S MARKET

# Farmer's Market Rules of Operation 2011 Season

### 1. Market Overview

- 1.1 Only the following items may be sold on the Market: All farm produce (fruits, vegetables, flowers, bedding plants), baked goods, arts & crafts (must be handmade by the vendor or a direct relative of the vendor who is selling them).

### 2. Market Hours

- 2.1 Plainfield Farmer's Market will be open on Tuesday's and Thursday's from 2 PM until 7:00 PM from June 14, 2011 until September 8, 2011 and from 2 PM until 6 PM from September 13, 2011 through October 27, 2011. Early Bird sales will be allowed beginning at Noon.

### 3. Grower, Producer, Reseller

- 3.1 A Grower shall be defined as a market vendor selling produce grown on his/her farm or food products made by the seller. A Producer shall be defined as a market vendor that grows at least 50% of the produce for sale at the market. A Reseller shall be defined as a market vendor that is a reseller of majority of the produce available for sale at the market. Producers and Resellers must identify where all of the produce for sale was grown. There will be a star rating system that will be displayed at each vendor stall. Three Stars for Grower, Two Stars for Producer and One Star for Reseller. The Market Manager reserves the right to inspect the farms of growers and producers.

### 4. Daily Producer Stall Rental Procedure

- 4.1 At 1:45 PM any rented seasonal stalls that are vacant will be assigned to renters unless the Market Manager by a seasonal stall renter has made other prior arrangements. Daily renters must remain outside the selling area until he/she is assigned a stall, and he/she must keep the receipt for payment in his/her possession at all times.
- 4.2 Entry into the Market with produce for sale, delivery, or transfer is prohibited unless the proper Market fee is paid to the Market Manager. Payment of the daily fee entitles the seller to one Market session and this fee shall be paid before he/she enters the Market area. The Township Board may periodically adjust this rate. The daily stall rental fee for 2011 is \$10.00.

- 4.3 Those not holding seasonal permits to do business on the Market must register with the Market Manager, who will determine eligibility.
- 4.4 The Market Manager will maintain at least five open stalls to be rented by the day (open meaning not rented by the season).
- 4.5 Daily stall renters must see the Market Manager before taking a stall.
- 4.6 Daily stalls will be assigned by the Market Manager. When stalls are limited priority goes to those: 1) growing their own food 2) producing their own edible product, e.g. baked goods, honey, etc. 3) crafts, 4) schools, churches, and non-profit organizations.
- 4.7 The Market Manager has the discretion to limit the number of vendors selling identical ready to eat products. This limit shall never fall below two vendors.

## 5. Seasonal Producer Stall Rental Procedure

- 5.1 Seasonal Stall Rental assignments will be made on a first come-first serve basis.
- 5.2 In order to accumulate one year of seniority, a vendor must attend Market at least 15 times in one season. A seniority list shall be kept of parties, other than current vendors, interested in renting seasonal stalls when stalls are not available. New seasonal stalls shall be assigned at the discretion of the Market Manager with the desire to have a variety of products for sale.
- 5.3 New seasonal vendors may be subject to a farm inspection by the Market Manager prior to being awarded a seasonal stall at the Plainfield Farmers' Market. Seasonal stalls will be assigned each year. Seasonal stall renters will be offered the stalls they occupied the prior year.
- 5.4 Seasonal stall rent is due on or before June 1, 2011. Currently, seasonal stall rates are \$150.00 (per stall/per year) or \$250.00 if both Tuesday and Thursday are reserved. The Township Board may periodically adjust this rate. Seasonal stall rent not paid by June 1, 2011 will cancel the seasonal stall. Should electricity become available the cost will be \$5.00 per week and the use of generators will be prohibited.
- 5.5 Seasonal stall rental fees are for the market dates of each year (June 14, 2011 to October 26, 2011).
- 5.6 When seasonal stalls are vacated, they first will be offered to the vendors currently selling at the Market with the highest seniority. This offer will be made as an opportunity for the vendor to transfer stalls, not to rent additional stalls for his/her operation.
- 5.7 Seasonal stall renters wishing to rent additional stalls that are vacant for the day must get permission from the Market Manager.
- 5.8 There shall be a limit of four seasonal stalls per operation.
- 5.9 Seasonal stalls will be held for individuals until 1:45 PM each Market day unless prior arrangements have been made with the Market Manager. After 1:45 PM vacant stalls will be assigned to a daily renter.

5.10 In the event a farmer sells, or for any other reason leaves his/her farm; his/her stall(s) shall be subject to reassignment by the Market Manager. Exception: Relatives or heirs to the farmer may continue that farmer's seniority as long as one full season does not lapse between the transfers of ownership.

5.11 Market privilege is not transferable to any one other than relatives or heirs.

## 6. Craft Person

6.1 A craft person is defined as a person creating a product such as wearing apparel, toys, jewelry, home decoration, furniture, dried flowers, pottery, candles, photography, or other fine arts. All products sold must be created by the person selling the product or a family member of that person.

## 7. Craft Person Stall Rental Procedure

7.1 Craftspeople may be rented a daily stall at Noon. The Market Manager, in his/her sole discretion, will determine the availability of stalls with an emphasis on variety.

## 8. Vendor Conduct

8.1 No person shall use any stall not assigned to him/her by the Market Manager or Agent. Buying or selling elsewhere on Market property is prohibited? Seasonal vendors may move into vacant stalls with the permission of the Market Manager. Any unused stalls may not be sublet. Such stalls are forfeited to the Market Manager for reassignment.

8.2 Forestalling is prohibited. Forestalling is the act of intercepting a grower or other seller before he/she reaches the grower's market stall with an offer to buy all or part of his/her load.

8.3 No hawking, outcries or other methods of attracting the attention of customers is permitted.

8.4 Vendors must be respectful of other participants of the market. Radios and other noise-making devices should not disturb vendors and customers. The Plainfield Charter Township noise ordinance is in effect at the market.

8.5 All daily and seasonal stall renters must clean the area they occupy. Vendors must remove all waste, rubbish, or trash that they generate during the course of selling at the market. The selling area and the parking spaces directly behind selling area define renters' areas.

8.6 All passageways must be kept clear. The Market Manager is responsible for removing waste, rubbish or trash from the common areas of the Farmer's Market. Common areas are those areas of the market outside the vendor's stalls used by vendors and/or market customers, including but not limited to restrooms and parking areas.

8.7 Vendors or their employees must park personal vehicles in the customer parking areas unless they are selling out of the vehicle. All vendors' vehicles driven on the market must be operated in a safe and prudent manner. Selling may take place from a vehicle. If selling from a vehicle the vehicle must remain in the stall until the market closes. Vendor and customer cars not parked in designated areas will be ticketed and towed.

- 8.8 Obstructing market driveways, traffic lanes or stalls is prohibited.
- 8.9 Market vendors must comply with all identification and licensing as required law.
- 8.10 All goods offered for sale by weight must be weighed on approved scales in full view of the purchaser.
- 8.11 All products offered for sale must conform to the federal and state grading laws and federal, state, and local health rules.
- 8.12 Products offered for sale must not be misbranded or misrepresented in any way.
- 8.13 Pets are permitted on the market.
- 8.14 No signs or banners may extend past the furthest post of a stall.

## 9. Enforcement

### 9.1 Complaint and Enforcement procedure

1. If a rule is violated by vendor or a customer the initiator of the complaint must make the complaint to the Market Manager.
2. Compliance with the decision or direction of the Market Manager is required. If compliance is not completed within the time allowed by the Market Manager the vendor or customer will be asked to vacate the market.

9.2 Any seller, daily or seasonal, in violation of these rules is subject to suspension as determined by the Market Manager. Violators shall forfeit rental of stall(s) during suspension and may be reassigned to different stalls after the suspension is lifted. These reassigned stalls then become this vendor's seasonal stalls until such time that the vendor may change market location through application of his/her seniority to occupy previously vacated stalls.

9.3 The Market Manager and other authorized representatives of Plainfield Township shall have the authority to cite violators.

9.4 The directions of the Market Manager must be complied with in all matters pertaining to the operation of the market. Complaints or appeals concerning the actions of the Market Manager must be made in writing and submitted to the Township Clerk. The directions of the Market Manager must be complied with until the final resolution of appeals has been made.

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