

PINE ISLAND FARMERS MARKET

2021 Market Guidelines

The Pine Island Farmers Market is sponsored by the Pine Island Area Chamber of Commerce. Chamber Executive Director Kelly Leibold serves as the Market Manager. A Farmers Market Committee made up of volunteer vendors is responsible for the guidelines and processes of the Market.

Location:

Wiletzko Park – Small park behind Island Market and across from the Historic Cheese Factory. 101 East Center Street, Pine Island, MN 55963

Dates:

Fridays from May 14 through October 29 (weather permitting). No markets on May 28 (Memorial Day weekend), June 4 (Cheese Festival weekend). Other holiday weekends may be skipped, based on a majority vote of the vendors.

The Market runs rain or shine. However, the Market could be canceled due to inclement weather. Vendors will be contacted if the Market is canceled as soon as the decision is made.

Hours:

Hours of sales are from 3-7 p.m. Vendors can set up as early as 1 p.m. to be prepared to sell at 3 p.m. Hours may be adjusted in the fall for weather and darkness changes.

Rates:

The cost to participate in the 2021 Farmers Market is \$10 per week or \$75 per season. Vendors can pay the \$75 at the start of the season or pay \$10 per week until they reach the \$75 maximum and then remaining markets are free. (The 8th week is \$5.)

Checks can be made out to the: Pine Island Area Chamber of Commerce. *Vendor fees will be used to advertise and promote the market throughout the region.*

Spaces:

Spaces will be no smaller than 10ft x 10ft up to 12ft x 12ft. *As long as Covid social distancing requirements are in place, there will be some space between each vendor's booth.* A second space can be purchased, if needed.

Spaces will be assigned by the Market Manager and Committee with vendors' preferences taken into consideration. Consistently attending vendors can be given the same space each week, but the Manager and the Committee reserve the right to move vendors, if needed.

Vendors will need to bring their own tables, chairs, displays, canopies, tents, signage, etc. There is no pavilion in this park. There is shade from several large trees.

Because some vendors do not need a 10x10 space and may not generate the sales to justify the \$10 weekly fee, two vendors can share a space. Please indicate on your registration form if you would like to share a space with another vendor. The cost per ½ space is \$5 per week.

Allowed Goods:

Vendors may sell products grown, produced or created by the vendor. Direct sales businesses are also welcome, but only one direct sales representative per company is allowed. The Chamber of Commerce reserves the right to limit the number of vendors selling the same type of items so as not to dilute the market and allow everyone to make money at the Market.

Goods' Regulations:

- Baked goods or processed foods must be labeled with information about ingredients. Processed goods must be sold with a valid processing license or comply with Minnesota labeling requirements.
- Vendor produced farmstead products such as cheeses, meats, fish, poultry, eggs, baked goods, honey, maple syrup, canned goods and preserves must be labeled in accordance with rules established by the Minnesota Department of Agriculture.
- All items must be prepared, displayed, sampled and stored in accordance with Minnesota Department of Agriculture, Minnesota Department of Health and Goodhue County Health and Human Services Department guidelines. *During Covid restrictions, samples can only be given out in individual cups/containers to customers.*
- Produce sold as “certified organic” must have originated from a certified organic farm. Farms that are not certified organic but use organic practices may advertise those practices but not claim to be certified.
- Items sold by weight must be weighed on a state certified scale.
- All goods for sale must be in sound condition. All edible goods must be safe for human consumption. Vendors are solely responsible for damage or illness resulting from the sale of unfit goods.
- Animals cannot be sold, traded or given away at the Market.
- Goods must be marked with legible prices. Prices for goods should be fair value and not undercut other vendors.

Vendor Guidelines:

- Vendors must be ready to sell at 3 p.m. and remain until the Market closes. If you must arrive late or leave early, please notify the Market Manager in advance so we can place you in a space that allows for easy access.
- Vendors cannot sell from their vehicles unless parked on the side of the street next to the park area. There are limited spaces on the street.
- Vendors can drive their vehicles onto the park grounds to unload but vehicles must be moved after unloading and parked in the gravel parking lot behind the Cheese Factory closest to Main Street to allow customers to park closer to the Market.
- A signed Minnesota Operator Certificate of Compliance ST19 form must be provided to the Market Manager at the first Market. The form covers the entire Market season and remains in Chamber of Commerce files unless requested by the State of Minnesota.

- Children selling at the Market must be accompanied by an adult.
- No loud music or noise will be permitted at the Market.
- Alcohol cannot be consumed on city property without prior permission from the City of Pine Island.
- No smoking in the park area around vendors or customers.
- Keep your vendor area clean and tidy and leave the area as clean as you found it upon leaving.
- It is recommended that vendors carry liability and product liability insurance.

Events and Promotions:

The Market may conduct events and promotions throughout the season to attract additional customers to the Market. Vendors may be asked to donate an item for giveaways or participate in some other respect in these events. Participation is voluntary. If not interested in participating, just let the Market Manager know.

Photography:

The Pine Island Farmers Market may take photos of vendors and products at the Market to use in publications, advertisements and promotional materials for the Market. If a vendor does not wish to be photographed, please let the Market Manager know at the start of the season.

Indemnification:

Vendor agrees that the Pine Island Farmers Market, Pine Island Area Chamber of Commerce and/or City of Pine Island is not liable for any injury, theft or damage to either buyer or seller, or their property, arising out of or pertaining to preparation for or participation in the Pine Island Farmers Market. Vendor also agrees to indemnify and hold harmless the Pine Island Farmers Market, Pine Island Area Chamber of Commerce and City of Pine Island, their officers, employees or agents from any claims of personal injury, disease or death or destruction of property.

As a vendor at the 2021 Pine Island Farmers Market, I agree to abide by these guidelines and regulations.

Printed Name

Signature

Date