

Colton Farmers & Crafters Market Rules

COLTON, OR

WHO WE ARE

The Colton Farmers and Crafters Market (CFCM) is a group of local individuals committed to fostering community by supporting local farmers and crafters. The CFCM is owned and operated by members of the community and provides direct marketing opportunities to local growers of produce, nursery stock, plants, flowers (all agricultural products), food items, and handmade arts and crafts.

OUR MISSION

The CFCM works to support local farmers and crafters and foster community in local area by providing a forum for which members can access high quality locally-produced products and support local businesses while visiting with neighbors and friends.

WHAT WE OFFER

The CFCM is a relaxed environment where surrounding community members meet as friends and neighbors, and shoppers have the opportunity to talk with the farmers, growers, and crafters that make up the market.

WHEN WE OPERATE

The CFCM will begin on June 8, 2014 and run every 2nd and 4th Sunday through September 28, 2014. The CFCM will be held at ColtonTel's Community Greenspace.

CFCM GUIDELINES

Market Committee

The CFCM will be overseen by a committee of community members. Daily management of the market, vendors, will be the responsibility of the volunteer CFCM Manager(s).

Market Time and Season

The CFCM will be open on Sunday, June 8, 2014 and run every 2nd and 4th Sunday from 10am-3pm through September 28, 2014.

Market Contact

CFCM Contact:

Patty Travis (503) 829 – 2215 or creative@molalla.net

Cathy McQueeney (503) 841-7768 or cathymcq5@yahoo.com

CFCM Oversight

Daily governance of the market shall be the sole responsibility and discretion of the volunteer CFCM Manager(s).

The market reserves the right to limit the number of spaces assigned to a vendor, to prohibit anyone from selling or any product from being sold, and to inspect all vendor facilities.

The CFCM Manager(s) assigns spaces and is responsible for overall functioning of the market and enforcing rules.

Complaints, concerns or questions should be referred to the volunteer CFCM Manager(s). When complications arise, the volunteer CFCM Manager(s) will take the direction of the CFCM Committee.

Registration

All vendors are required to submit a signed registration form prior to setting up a booth space. For the 2014 Season, registration costs \$20 per registrant per season, which will go to cover costs for advertising and promoting the market. The CFCM committee is asking that vendors at the Market consider giving a \$5 donation if they are able to help cover additional costs. This is a suggested donation, but not mandatory to sell at the market.

Vendor Rules

1. Vendors **MUST** pre-register, with volunteer CFCM Manager(s). Early registrants must provide of residency Registrants must provide of residency within Colton, Molalla, Elwood, Beavercreek, Mulino area or within 15 miles of Colton.
2. Vendors **MUST** be checked in and set up by 9:45am and are not allowed to break down until 3pm on Market days unless prior arrangements have been made. Sales are not permitted until 10am.
3. Vendors will be assigned a space.
4. Spaces are 10 x 10. If the lot is not full, expansion of booth size will be permitted. Space expansion **MUST** be pre-arranged with the volunteer CFCM Manager(s).
5. Vendors are responsible for maintaining their space in a safe/clean manner. Displays should be arranged to minimize trip and fall hazards and with attention to public safety. The wind can be very dangerous; secure your booth and display.
6. Playing of radios or CDs within the market shall not be allowed unless directed and approved by the volunteer CFCM Manager(s).
7. All vendors **MUST** be aware of and comply with local, state, and national rules and regulations regarding their products.
8. All vendors subject to licensing **MUST** post all applicable licenses, permits and/or certifications at each Market. Vendors claiming, "certified organic" **MUST** show and post proof of certification.
9. All products for sale at a vendor's booth **MUST** be principally grown, produced, wild-harvested or made by the vendor within a 15 mile radius area of Colton. In some instances, it may be authorized for one vendor to sell another vendor's goods (vacation coverage, etc.), please check with the volunteer CFCM Manager(s) for approval.
10. **Re-sale products are not allowed under any circumstance.**
11. Vendors are expected to behave in a courteous and professional manner. Vendors **MUST NOT** act in a discriminatory manner against any other vendor or customer.
12. Vendors are responsible for removing their own garbage and cleaning up around their space at the close of the market. Failure to do so will result in warning and possible disqual from future markets.
13. Vendors **MUST** provide their own tables, scales, containers, change, pricing, bags, signage, trash receptacles and other items required for their booth.
14. Vendors **MUST** provide for their own licensing and permits (including any associated fees) and product liability insurance. The Market does not provide individual product liability insurance.
15. Vendors **MAY NOT** smoke on the market grounds.
16. All vendors should be familiar, and are expected to comply with, the *Farmers Markets Guidelines: Minimum requirements for food safety, Oregon Department of Agriculture, March 2003*. The volunteer CFCM Manager(s) shall keep a current copy at the market or you may find it at http://www.oregon.gov/ODA/FSD/docs/pdf/fm_info_2012.pdf?vm=r&s=1 .
17. Vendors are responsible for the safety and security of their booth and its contents. The market is not responsible for thefts or loss of goods of individual vendors.
18. Booths must be occupied principally by the grower or artisan of the product being sold. Occasional respite or vacation coverage **MAY** be allowed by prior arrangement with the volunteer CFCM Manager(s).
19. Vendors are expected to have a physical product for sale at the market.
20. Participation in the CFCM is at the discretion of the volunteer CFCM Manager(s) and the CFCM Committee. Any vendor asked to leave any individual market or the season must comply.
21. Vendors are expected to adhere to the rules and procedures of the CFCM as stated. Concerns or complaints about vendors, customers or management should be directed to the volunteer CFCM Manager(s) in person or in writing. Failure to comply will result in a warning and possible dismissal from future markets.

CFCM Products

Food

The Market requires documentation of all required licenses. If your product requires a license the market will require proof of \$1,000,000 Liability Insurance with CFCM and the ColtonTel listed as additional insured.

1. Products presented for sale **MUST** be principally grown, crafted, or produced by the booth vendor, with the only exception being for food or beverages that are sold by a food/beverage vendor (ie. Coffee cart, sandwich cart). However, food/beverage vendors are strongly encouraged to buy locally if possible.
2. Produce being sold by weight **MUST** be weighed using a certified scale. Vendors must post (or have available for viewing at any time) their scale certificate.
3. Meat, poultry and dairy products sold **MUST** be done so in a way that complies with state and federal law. Vendors must post any required licenses.
4. Vendors should monitor their own product quality. The volunteer CFCM Manager(s) reserves the right to remove a product for quality reasons.
5. Wild-crafted fungi or other products shall be gathered in a responsible, sustainable manner.
6. All food items **MUST** be displayed and/or stored above ground, on the truck or on the tables to keep them out of the way of children and dogs.
7. All food items **MUST** be kept at appropriate temperatures.
8. Prepared food Items **MUST** be prepared in a licensed kitchen in a manner that complies with state and federal rules.
9. Food Items/Prepared foods may be subject to jury prior to sale.
10. If using heating or cooking device, vendor must have a working fire extinguisher at their booth and available for use.
11. Only approved foodstuffs shall be sold in the market.
12. No Styrofoam containers are allowed. Vendors should seek to use recyclable containers.

Arts & Crafts

1. Art & Craft items **MUST** be hand-crafted.
2. Art/craft items are subject to jury by the CFM Manager(s) and CFCM Committee.
3. **Resale items are not permitted**

Nursery Stock/Products

1. Nursery products and plants **MUST** be principally propagated by the vendor from plugs, seeds, cuttings, bulbs, or plant divisions.
2. Plants appearing on Oregon's noxious plant listings shall not be sold. See <http://www.oregon.gov/ODA/PLANT/WEEDS/statelist2.shtml> for more information.
3. Vendors who sell nursery products and plants are required by the state of Oregon to obtain a nursery license if annual sales exceed \$250.00. More information is available from the ODA-Plant Division.

Product Pricing

1. Vendor prices must be clearly marked or posted, meet ODA rules & requirements for weight & packaging.
2. Collusion and deceptive pricing practices are prohibited.
3. Vendors are not allowed to pressure, harass or bully other vendors regarding product pricing.
4. No vendor may sell a product that another vendor is selling for less than 75% of the highest price sold for that product at the market.

Product Exclusivity

1. The market does not guarantee any vendor the exclusive right to sell any one product.
2. The Market Committee may determine that a particular product is adequately represented and decide to reject further applications from vendors in that product category.

Other

1. All dogs must be kept on a leash at all times and owners **MUST** clean up after pets.
2. Bartering is permitted and encouraged at the CFCM.