

**2020**

**SAPULPA MAIN STREET ROUTE 66 FARMERS MARKET REGULATIONS**

**Fruit & Vegetable Growers Association**

**May-September/October**

**Saturday 7:30am-11:00am**

**1. WHO MAY SELL**

Members of the Sapulpa Main Street Route 66 Fruit & Growers Association or their designated seller. New vendors are accepted by officer vote in accordance with the Association Vendor Acceptance Guidelines. Prior season vendors in good standing are exempt from the application process and accepted as current season vendors. Good standing in accordance with the Association Guidelines is defined as a vendor who has turned in copies of all required permits and licenses, actively participates in the market, has paid membership fees by the due date and abides by market rules and regulations. Vendors who did not participate in the prior year's market must reapply and go through the membership process unless non-participation was due to crop failure or ill-health.

**WHAT MAY BE SOLD**

Unprocessed vegetables, fruits, nuts herbs, cut flowers, bedding plants, eggs and potted plants grown within a 200 mile radius of Sapulpa, OK – Oklahoma grown only. Processed foods such as honey, salsa, pickles, jellies, jams, meats, cured meats, cheese, baked goods, etc. may also sold provided: 1) must be food or garden related items and handmade by the Association member, and 2) all applicable State Health Department and State Agriculture Department rules and regulations are met. A copy of the appropriate current state license(s) must be filed with the Association, 3) We ask that all vegetable producers have the Produce Safety Certificate, 4) If you are selling home baked goods you must have the Home Baking Certification. Any other items must be approved by the Association.

## **2. HOW PRODUCE MAY BE SOLD**

- A. Produce may be sold by volume, count or weight. If selling by weight, scales must be certified by the Division of Weight and Measures of the Agricultural Products Division, State Department of Agriculture.
- B. Each seller will have the privilege to establish prices on their own produce.
- C. Sellers should provide containers for the consumers unless consumers provide their own.
- D. Each seller must post a sign, available from the Association, in a conspicuous manner identifying the seller by name.
- E. Vendors shall sell from assigned spaces, with space assignment for vendors with 6 or more month's participation in the market in the previous season determined at the March regular Association meeting preceding the market season, in accordance with the Association Space Assignment Guidelines. Vendors with less than 6 months participation in the previous season will be assigned to seasonal vendor spaces by the market manager.
- F. All vendors must have a tent/awning in which they sell their goods.

## **3. EXCHANGES AND REFUNDS**

Exchanges and/or refunds are at the discretion of the seller.

## **4. TAX COLLECTIONS**

All sellers are required to have a current Oklahoma Sales Tax Permit and to collect and pay sales tax according to Oklahoma State Tax laws. If you are not required to collect sales tax then you will not be required to have a tax permit. A copy of each seller's current Oklahoma Sales Tax Permit must be filed with the Association.

## 5. CONDUCT

All sellers will conduct themselves so as not to offend customers of the Market. Among prohibited behaviors are profanity, name calling, harassing, fighting and arguing. If there is any of this you will immediately be asked to leave.

## 6. SANITATION AND HEALTH REQUIREMENTS

A. Any produce item must be sold whole (no halves or slices). Sellers may display (but not sell) cut portions wrapped in cellophane. Items may be cut after purchase by the consumer if the seller wishes to guarantee satisfaction in this way.

B. No animals will be permitted at the Market except seeing-eye and hearing ear dogs.

C. Each seller will maintain their sales area and vehicles used in marketing in a neat, sanitary, and safe condition throughout the day. Each seller will clean their area before leaving for the day. Refuse shall be removed by vendor. It shall not be placed in containers onsite.

D. All produce must be kept on vehicle or table.

E. It is the seller's sole responsibility to insure that all pesticides used on products offered for sale at the Market have been applied according to label directions.

## 7. SCHEDULE

A. The Market will operate May – September/ October (depending on growing season on Saturdays

B. Sellers are asked to set up approximately 30 minutes before opening time and to vacate no more than 30 minutes after closing. **The Market opens at 7:30am we don't start selling before 7:30. We will ring a bell alerting the opening of the market.** If for some reason you need to leave early make arrangements with the Market Manager prior to setting up.

C. Sellers shall sell at the Market location only on dates and times set by the Association.

D. To allow market advertisement and hiring of a market manager, each vendor shall pay a market association fee of \$20 per year and a \$5 per occupied space on Saturday. Market fees shall be delivered to the Market Manager or the Treasurer.

## **8. REPRESENTATION**

A. No individual advertising, public announcements or news releases will be allowed without prior approval by the market manager and/or the Association officer committee.

B. The Association shall immediately report any incidents (property damage, personal injury) to the City Manager's office and/or the County. Should the County be sued based on any event arising out of the Association use of the parking lot, the Association agrees to fully cooperate with the County/City in its defense.

C. All sellers agree to accept and abide by the regulations.

## **9. COMPLAINTS AND DISAGREEMENTS**

Complaints must be submitted in writing on an official pretest form included in each vendor application and available from the Market Manager. This should be within one week of the alleged violation, signed, and accompanied by a \$50 cash deposit. The complaint form can be handed to the Associations market manager or any officer committee member.

The burden of proof rests with the party filing the complaint. The \$50 deposit will be returned if the complaint is upheld. The deposit will be forfeited to the Association if the complaint is not considered valid.

Immediately upon being notified of a complaint, the Officer Committee shall meet to review the case and vote on any action that may be needed in a timely and fair manner. The complaint will be reviewed and the grievance may be discussed with the parties involved in reaching a decision. All parties involved will be notified of

the decision, once this has been ruled upon. If after reviewing the complaint the officer committee considers the complaint valid, then the \$50 fee is reimbursed to the party making the complaint. At this time, the proper action to be taken will be decided by the officer committee for dealing with said complaint.

If not considered valid then the \$50 fee goes into the general fund and the issue is considered acted upon according to the Associations Rules and Bylaws. After this due process any individual(s) not adhering to this policy is subject to warning by the officer committee through written communication. Any individual(s) who continues to evoke resistance to this process is subject to dissolution of their market membership following this due process.

1. To dissolve a vendor's membership, a meeting must take place of the officer committee, whereas all the officers must vote unanimously to do so.
2. If passed, this will be provided in written format by the officer committee to the party(s) involved. At this time all fees paid to the association are forfeited as well.

## **10. ENFORCEMENT OF REGULATIONS**

A. The Association officer committee and market manager has authority to enforce regulations.

B. Each member participating in the Market shall be a deputy manager and will help to see that regulations are followed.