



JACKSON COUNTY FARMERS MARKET RULES 2024

The Jackson County Farmers Market was established in 2016 to provide area farmers and crafters with an alternative retail marketing opportunity and to promote quality fresh, locally grown and locally produced products to area residents. These rules were established to ensure that those goals and standards are maintained.

- 1) Vendors will submit all required paperwork and fees to the Jackson County Farmers Market, P.O. Box 946, Black River Falls, WI 54615. The Application and Fees must be received before setting up a booth. Contact the Market Manager at 608.770.2240 if you have questions regarding application submissions.
- 2) Vendors are **required** to grow their own vegetables, flowers, fruits, herbs, and plants for sale at the Jackson County Farmers Market (JCFM). Addresses of all fields owned or rented will be required on the Vendor Application. *In keeping with the Market's motto of "We Grow It" products obtained from persons who are not registered vendors **cannot** be sold at the Market; cooperative sales between registered vendors will be allowed.*
- 3) Vendors selling crafted items are **required** to create/make the crafts themselves. Products designed by the vendor but produced by third party contractors are not allowed.
- 4) The JCFM welcomes all vendors that meet our guidelines; but special signage will be available for vendors who grow/produce their products within Jackson County.
- 5) Summer Market Schedule-**Wednesday** 2p-6p/Saturday 9a-1p. Booth set up will take place no sooner than 60 minutes before opening, Please Understand that the Market opens at the stated times **NO SALES WILL BE ALLOWED BEFORE THE OPENING TIME**. Booth takedown will be no sooner than closing time on the day of the market unless approved by the Market Manager. The vendor will be responsible for leaving the space clean and free of debris or a fine of \$15 will be assessed.

Winter Market: October 19 & 26; November 16 & 23; December 14 & 21, 2024

- 6) No live animals will be sold at the market.
- 7) *The vendors are required to carry appropriate Licenses, Permits and Certificates for the products they are selling. The vendor shall include a copy of their Licenses/Permits/Certificates with the vendor application. *Items that may require licensing are: certified organic products, processed fruits and vegetables that are not exempted under the "Pickle" or "Cookie" Bills , eggs, dairy products, frozen meat or fish, processed meat or any other processed food.*
Certified Organic vendors are required to have a copy of your organic certificate displayed at point of sale. Vendors who are not certified can use the term "organic" ONLY if they meet the USDA Guidelines (see footnote).
- 8) No pets are allowed in the market area. The exception includes the use of a service animal.
- 9) Alcohol and drugs/controlled substances are prohibited. Smoking is not permitted in the immediate market area.
- 10) It is strongly recommended, but not required, that all vendors have a certificate of liability/product insurance to participate in the JCFM.

- 11) Vendors are required to follow Wisconsin Farm Market Weights and Measures Laws (Chapter 98.3). Contact DATCP if in doubt.
- 12) If selling products “by-weight” vendors are required to have a “Legal for Trade” certified scale.
- 13) Vendors are encouraged to participate in the WIC and Senior Nutrition Programs. Participating vendors will receive, and are required to display, signs visible to customers involved in the programs.
- 14) Vendors will dress appropriately and will maintain a neat/clean appearance of their booth.
- 15) Professional behavior is always required. Negative comments about other vendors and products are not permitted. *Violation of this rule may result in the vendor being asked to leave the market.*
- 16) No personal music will be allowed at any vendor booth.
- 17) Vendors with children are required to keep them within the parameters of their booth. Children are required to be supervised at all times.
- 18) Vendors are required to disclose the name and the complete business address of the farm where the produce was grown either on the label of the produce or at the point of purchase.
- 19) All products for sale are required to be labeled and priced.
- 20) Vendors are required to carry personal emergency contact information in the event of illness or injury.
- 21) Political or religious displays (including printed/logoed hats, shirts, pins, etc.), demonstrations, or ceremonies are **not** permitted.
- 22) The JCFM Market Manager/Board of Directors will approve all items for sale at the market during the application process. Products that have not been approved in advance by the manager/board will not be allowed to be sold at the market.
- 23) In signing the Application the vendor agrees to allow the Market manager, or their representative(s), to tour their farm or production facility, take and publish photographs, and provide general vendor information for promotional purposes related to the JCFM.
- 24) Paid vendors are required to be present each week or are required to communicate with the Market Manager regarding a scheduled absence by noon the day before the market. No call, No show for 2 weeks will result in loss of your booth space for the season.
- 25) Rules can be amended or changed by the Market Manager with approval from the Board of Directors of JCFM. Vendors will be given one week's notice before new policies are enacted.
- 26) The Market Manager or designee has the final say regarding whether to allow any product to be sold at the market, per recommendations by the JCFM Board of Directors.
- 27) The Market Manager or designee has final decision-making power during the hours of operation of JCFM.
- 28) An infraction of the above rules will be dealt with by the Farmers Market Manager and the Board of Directors. Infractions will include warnings or loss of ability to sell at the JCFM. All processes handled by the Market Manager may be appealed to the Board of Directors for a final decision. All grievances will be taken to the JCFM Manager, which will then be decided upon by the JCFM Board of Directors.

*References used by JCFM relating to Rule 7

- Organic Production and Handling Standards - <https://www.ams.usda.gov/sites/default/files/media/OrganicProductionandHandlingStandards.pdf>
- Wisconsin “Pickle Bill” - https://datcp.wi.gov/Pages/Programs_Services/FSHomeCannedFoods.aspx
- Wisconsin “Cookie Bill” - https://datcp.wi.gov/Pages/Licenses_Permits/HomeBakers.aspx