



## 2014 Rules and Regulations

**Sundays 10am - 3pm ~ 18 weeks**

**June 8, 15, 22, 29**

**July 6, 20, 27**

**August 10, 17, 24, 31**

**September 7, 14, 21, 29**

**October 5, 12**

**November 23 (special Pre-Thanksgiving Market)**

*Please note closures: July 13 ~ City of Mercer Island SUMMER CELEBRATION  
August 3 ~ SEAFAIR WEEKEND*

*It is a requirement that each Vendor carefully read the 2014 MIFM Rules and Regulations. Your signature on the Application acknowledges you and your assigns, agree to abide by these governing guidelines.*

### **Market Mission Statement:**

The Mercer Island Farmers Market connects growers, consumers, and Mercer Island businesses to create a valuable, sustainable community asset. The benefits resonate beyond our local community by contributing to the sustainability of our region's agricultural production.

### **Location**

The Mercer Island Farmers Market (MIFM) is located on SE 32<sup>nd</sup> Street just north of Mercerdale Park between 77<sup>th</sup> Ave SE and 78<sup>th</sup> Ave SE. Mercerdale Park is a large community gathering area with a musician's pergola, a playground and a skate park. There is very easy access from I-90 with parking at Farmers New World Life Insurance Company parking lot. The city streets are closed off during Market hours. Restrooms are located adjacent to the Market and ATM machines are within walking distance.

### **About us**

The Mercer Island Farmers Market was organized by Mercer Island residents who have a passion for healthy living, a desire to offer fresh locally grown produce and who wanted to support local farmers. We have sampling, educational displays of produce and farmer products, music to shop by and hands-on educational activities for children. We strive to create a place for people of all ages to gather, learn, shop and share a meal together.

The MIFM is a Washington State non-profit corporation governed by a volunteer Board of Directors. We are a group of dedicated citizens who are committed to working with farmers, select vendors, the local business community and service organizations to support Washington State Farmers and Producers. The MIFM is a 501(c)(3) non-profit organization and member of the Washington State Farmers Market Association.

### **Requirements**

#### **Licenses, Taxes & Permits**

All Vendors must comply with all laws, ordinances and regulations of the United States, Washington State, King County and the City of Mercer Island. All Vendors must have the necessary licenses and permits required to produce and sell their products and shall provide the MIFM Manager with current copies of all permits.

#### **Washington State Tax Number - UBI-Unified Business Identifier**

The Washington State Department of Revenue requires all Vendors to be registered to do business in the State of Washington. All Vendors, unless exempt by law, shall supply the MIFM with their State UBI number on the Application. *Applications submitted without a UBI number will not be considered.*

#### **City of Mercer Island Business License**

The City of Mercer Island requires that all Prepared Food Vendors and Processed Food Vendors obtain a City of Mercer Island Business License. A copy of this License must be on file with MIFM before opening day. Farmers who

sell only raw and unaltered products are exempt from this requirement. For more information contact the City at (206) 275-7783. **Apply for this ONLY after acceptance into the MIFM.**

### **Retail Sales and B&O (Business & Occupation) Taxes**

Retail Sales and B&O Taxes are the responsibility of the individual Vendor. For more information, contact the Washington State Department of Revenue at (800) 647-7706.

### **Insurance**

#### Automobile Insurance:

All Vendors shall provide proof of current Automobile Insurance for all on-site vehicles and provide the MIFM with a copy of the "Evidence of Insurance" which will be kept on file with the Market Manager and updated as necessary.

#### Commercial General Liability and Product Liability Insurance:

All accepted Vendors are required to have Commercial General Liability Insurance with Product Liability included in that policy in the amount of at least \$1 million dollars and will provide the MIFM with a current copy of the "Certificate of Liability Insurance". We are requiring product liability insurance to verify that all Farmers and Vendors selling items that will be ingested have adequate coverage. The "*Mercer Island Farmers Market*" must be listed as additional insured on the Certificate of Liability Insurance. *Apply for this ONLY after accepted into the MIFM.*  
*If you have any questions about these requirements, please call the Market Manager at (206) 235-1185.*

### **Processed and Prepared Food Permit Requirements**

Processed and Prepared Food Vendors shall provide a copy of the King County Department of Health Farmers Market permit and/or WSDA Commercial Kitchen Permit and any other permits issued to you from the agency that inspects and licenses these venues. All Hot Food Vendors preparing food on site, must also have a valid Fire Marshall permit and have a functioning fire extinguisher. All permits must be current and updated during the market season as necessary. All Processed Food Vendors must display copies of their licenses in their booth at all times. All applicable permits issued by the King County Department of Health must be supplied to the Market Manager who will also keep them on file during the Market season.

### **Organic Certification**

If a product is labeled "Organic" it must be certified as required by the WSDA Organic Food Program. If a product is labeled "Certified Transitional," WSDA documentation must be available upon request. In compliance with the National Organic Program, the word "organic" may not be used during the transitional process. "Certified Transitional" implies that prohibited materials have not been applied to the crops within one year prior to the harvest of the crop and the grower holds a certificate of verification from the WSDA. Misrepresentation of organic status will result in elimination of Vendor from the market. When a Farmer is selling both organic and non-organic produce at the same stand, the organic produce must be physically separated from the non-organic produce and the produce must be clearly labeled as to the growing methods used.

### **Unsprayed, Pesticide-Free or Low-Spray**

Written and verbal representations regarding pesticide use, which cannot be certified, such as "Unsprayed," "Pesticide Free," or "Low Spray" will need a notarized affidavit attesting to how these procedures are followed. This affidavit will be kept on file with the MIFM Manager for the season. Consumer questions regarding farming practices must be answered accurately.

### **Food Handler's Permit**

Each Prepared Food Vendor, Baked Goods Vendor and those handling or sampling foods, must have a current King County Department of Health Food Handler's Permit on file with the Market Manager during the Market season. Farmers sampling produce are exempt from this requirement but must have a hand wash station and follow the KCDOH guidelines for sampling produce. King County Department of Health (206) 296-4600.

### **Booth Staffing**

The farmer, business owner, family member or an employee, as defined in the 2014 MIFM Application, shall staff each booth. We expect that all staff will have working knowledge of the business to develop good customer relations. *Communication is the key to your success.*

Contact email addresses and cell phone numbers for each staff member is required on the Application. If an employee becomes ill, please make sure that they stay home. Responsible conduct when ill, will be strictly enforced for the safety and general health of our Market.

Please contact the Market Manager if you will not be participating in a Market or will be sending someone in your place. Please notify the Market Manager in advance whenever possible. If you are sick or not feeling well prior to a Market day or if you are running late on market day, please call the Market Manager as soon as possible at (206) 235-1185.

### **Mercer Island Farmers Market Vendor Expectations**

Cooperation is essential for set up at the Market. The MIFM Manager has sole discretion for market layout and adjustments. All Vendors with assigned booth spaces may enter the Market site at **8:00am** and may off-load until **9:30am**. SPEED LIMIT ON MARKET PREMISES IS 5 MPH AND IS STRICTLY ENFORCED. Each Vendor must unload all product and equipment at their booth site and park their vehicle BEFORE setting up. Vendors who arrive after 9:30am, will have to off-load from an adjacent street or the designated Vendor parking lot. MIFM Manager will supervise and make necessary arrangements on a case-by-case basis. Please refrain from selling before the market opens or after it has closed. If you have a customer before 10am or after 3pm, please check with the Market Manager for approval.

### **SAFETY**

The MIFM and its representatives are not responsible for loss of property or damage. **Secure your valuables.** Take all purses, cash boxes etc. with you when you are away from your booth.

### **Canopies, Umbrellas and Tables**

Each Vendor is responsible for providing his/her own canopy or umbrella. All vendor equipment must be maintained and used in a safe manner.

Canopies are the first item to be set up and must be securely anchored with canopy weights at all times. These weights must be 25 pounds per leg for canopies and at least 50 pounds for umbrellas. Canopy weights must be securely fastened to the canopy legs.

**NOTE: failure to bring weights will result in an initial warning, a \$25 fine for a second offense, a \$50 fine for the third occurrence.** Any Vendor who fails to properly anchor his or her canopy will not be allowed to sell at the MIFM on that Market day. Any damage incurred by a Vendor or others due to insufficient weights will be at the sole expense of the Vendor. Canopies and/or canopy weights may be available to rent from the market in the case of an emergency.

Tables must have smooth edges with the legs firmly locked into place and remain stable when fully loaded. All Vendor products for sale must be set up under canopies. Pedestrian sidewalks must be clear of all obstructions. All displays must be carefully set up and taken down. Per the KCDOH, all products must be stored elevated off the ground.

### **Signs**

All Vendors must post a sign identifying the name of the represented Farm/Business. Vendors must have all signs displayed before the Market opens. All signs must be placed inside your booth except a banner, which may be attached to the outside of your canopy. All product signage must be accurate and be clearly labeled with product description and pricing. Organic and non-organic produce must be clearly marked. Please limit any advertising or other type of marketing for your business to brochures or small informational signs on your tables.

### **Product Quality**

Vendors are responsible for the quality and safety of their food. Selling inferior quality or adulterated food at the MIFM is strictly prohibited. Only the finest, freshest produce and products will be allowed for sale at our Market. The Market Manager has the right to prevent any vendor from selling any produce/product.

### **Product Pricing**

Vendors are required to price their products the SAME as they do at all other King County Markets. All products sold at the MIFM shall be clearly marked with a fair and reasonable price, set by the individual Vendor. Vendors shall either individually tag each item with a price or list all produce and prices on a sign that is clear and legible. Help to preserve our Market by pricing items fairly. The integrity of our Market is very important. Please use a calculator for accuracy.

### **Scales**

Vendors that sell products by weight shall provide their own scales, which must be "legal for trade" and are subject to inspection by the Market Manager and the Department of Agriculture's Weights and Measures Program. All scale displays must be readable and within easy sight of customers. All scales must be registered annually by the Washington State Department of Licensing.

## **Sampling Requirements**

Product sampling must be approved by the MIFM Manager and only if Vendor is in compliance with the King County Department of Health regulations'. The Vendor must have a warm water hand washing station with soap and paper towels in the booth. Produce to be sampled must be washed ON SITE at our 3-compartment sink, and transported in a clean container to your booth. All Vendors must protect the samples from contamination with a sneeze guard and use single service utensils. Food can only be handled with tongs, bakery papers, scoops, or disposable rubber/plastic gloves. Bare hand contact with food is prohibited. Cutting equipment is to be changed out or washed every two hours with soap, running water, and paper towels.

Potentially hazardous foods can be sampled if they are stored at the correct hot or cold temperature zone, and utensils are used. Food serving utensils need to be changed every two hours. Vendors should bring three sets of serving equipment for the five-hour Market.

*Vendors must abide by the Washington State Department of Health requirement that you wash hands with warm water TWICE after using the restroom - once at the restroom with warm water and then again at your hand wash station in your booth, BEFORE handling products.*

## **Vendor Relations**

It is the Market's policy to foster good relations between Vendors and Customers.

Refunds: Customers who have a legitimate complaint about the product should be given a full monetary refund or product replacement of equal value. Customer complaints that seem unfounded or excessive may need to be addressed by the Market Manager. If a Vendor has a concern, submit a Vendor Concern Form to the Market Manager, who will review it and respond promptly. All Vendor employees working at the Market are expected to be familiar with these Rules and Regulations and abide by them.

## **Warnings or Violations**

Market Manager will keep a log of any verbal warnings or rule violations given during the Market Season. First warning will be verbal, second warning will be written, and third warning will either be a fine or termination.

## **Booth Maintenance**

Please maintain your booth in a clean, safe and sanitary manner. During Market hours, check your booth for debris and remove any food or litter. If you are sampling, you are required to have containers for the trash generated. You are required to take all trash with you at the end of the day. DO NOT place your trash in the market receptacles.

Vendors who sell out early are to post a sign and remain at the booth until the end of the Market day.

Please refrain from selling to customers after the Market closes at 3pm. It is not fair to the other Vendors and there is only have one hour to take-down and clean your space before the street opens to public traffic at 4pm.

## **Clean Up**

Each Vendor agrees to thoroughly clean up their booth space at the close of each Market. This includes hauling away all trash that is generated in or around the booth and sweeping up any debris left on the ground. Market compost and recycle receptacles are available for customer use only. Vendors should bring supplies to clean their booths.

**Vendors need to be loaded up and off the street no later than 4pm. We are required to re-open the street at exactly 4pm!**

## **Food Bank Donations**

The MIFM will collect any donations of food or produce at the end of the day and it will be weighed, recorded and delivered to local food banks.

## **Children of Vendors**

Vendors need to closely supervise their children at all times at the Market. Set-up and take down are especially dangerous when vehicles are moving on the street within the Market area. Small children should not be allowed to wander throughout the Market area without a parent or guardian with them. The Market takes no responsibility for safety of these children.

## Protocol for any Lost or Missing Child during Market hours

If a child is unable to locate their parents or guardian, he/she should be brought to the Information Booth immediately.

If a child is missing, call 911 immediately with a detailed description and known circumstances of the missing child.

Coordination of the situation should be taken care of at the Information Booth.

## **Smoking**

Smoking is not allowed during Market hours.

## **Alcohol**

Vendors may not be under the influence of alcohol or drugs during Market hours, nor bring any open alcohol containers or drugs onto the Market premises.

## **Pets**

Only Trained Service Animals are allowed in the Market area. Please inform your customers and refer them to the pet-sitting service.

## **Music**

The Market provides music each Market day performed by local musicians.

## **Water**

Hot and Cold water is available in our 3-compartment sink located behind the restrooms. Please remember to wash your hands with warm water each time you use the restroom and again back in your booth at your warm water hand-washing station before handling produce/products.

## **Electricity**

Electricity is limited and only available if necessary.

## **Sustainability**

**NO PLASTIC BAGS. The City of Mercer Island has implemented a ban on carry-out plastic bags. No carry-out plastic bags (with handles) of any type are allowed to be used for the sale of market products.**

As part of our goal to be good stewards of the environment, we require that all Vendors use compostable, biodegradable or recyclable packaging. Recyclable plastic water bottles may be sold at our Market.

More info at: [www.gogreenscene.com/Cedar\\_Grove\\_Packaging-list.aspx](http://www.gogreenscene.com/Cedar_Grove_Packaging-list.aspx)

## **Farm Visits**

All Farmers/Vendors agree to allow a representative from the Market to visit your business address, if requested, with 24 hour notice.

## **Product Requirements**

King County Health Department requires that the Market Managers inspect all food vendors and farmers that are sampling. All Vendors agree to comply with the King County Department of Health rules and to allow the Market Manger and the Department of Health Inspector to conduct market day inspections.

## **King County Department of Health Checklist**

Please read these food safety rules carefully. Your signature on you application confirms you have read these rules and agree to abide by them.

All Vendors will wash hands frequently throughout the entire day.

All Vendors will wash hands after using the restroom, first at our 3-compartment sink with hot water and soap, and then **again** at their booth before handling any products.

All prepared food Vendors and all Vendors sampling will set up a GRAVITY FLOW hand wash station with warm water (100 degrees +), a container to catch the water, pump soap and paper towels.

All Vendors will dispose of any and all wastewater properly – preferably down the drain at our 3-compartment sink.

All Vendors will keep all products stored off the ground and away from customers or animals reach.

All Vendors will keep coolers at 41 degrees or below as required.

All Vendors will ensure proper hot-holding procedures – 140 degrees or above as required.

All Vendors will wash all produce to be sampled on site as required.

All Vendors will have no bare hand contact with products sold or sampled.

All Vendors will have sneeze guard protection for products that are displayed and or sampled and not fully wrapped.

All Vendors will provide leak-proof garbage containers at your booth, remove all garbage generated from eating or sampling and take it from the market for disposal.

All packaged products will be labeled as required with: (1) the name of the product 2) company name 3) address 4) net weight in ounces and metric on the bottom one-third of label and 5) ingredients listed in decreasing order of total quantities in accordance with the Washington State Department of Health requirements.

A Consumer Advisory will be posted when necessary (i.e. raw or unprocessed).

All Vendors, as required, will use sanitary solution (1 Tablespoon bleach to 1 gallon of water) to keep tabletops clean. Store the cleaning solution away from all food and keep it properly sealed.

If a Vendor is cooking - they must have a fire extinguisher on premises and know how to use it.

All Prepared Food Vendors will have a digital thermometer in their booth at all times and will check temperatures of the potentially hazardous foods frequently assuring the food remains in the "safe temperature zone".

## **VENDOR DEFINITIONS**

### **Fresh Farm Products**

These include fresh fruits, vegetables, berries, herbs, nuts, dairy products, honey, eggs, fish, poultry, meats, seafood, mushrooms, fresh flowers, plants and nursery stock. All fresh farm products must be grown or produced in Washington State or fished for in the Pacific Northwest waters. Vendors are permitted to sell only products that they have grown, produced or processed themselves. Each vendor is required to list on their application ALL crops and products that their farm produces and will be sold at the Market. Vendors may only sell the items listed on their applications. The Vendor must be the owner of the farming operation and may not be operating it under a franchise or similar agreement. The Vendor must propagate all plants and flowers from seed, cuttings, bulbs or plant division. All farmers must supply the MIFM with the required permits and licenses and be covered by general liability insurance, naming the MIFM as additional insured.

***No re-selling is allowed. Anyone who is selling products not grown by them, while claiming that it is, will be expelled from the Market immediately.***

### **Farm Foods - Value Added**

These include jams, preserves, jellies, cheese, syrups, cider, wine, smoked meats or fish, sausage, dried fruit and flours. All Value Added Farm Foods must be made from local, raw products and ingredients, the majority of which are produced by the farmer. Vendors must have personally cooked, canned, preserved, or otherwise treated the product they sell OR have personally overseen the production of their product in a permitted, commercial facility. All Value Added Farm Food Vendors must supply the MIFM with copies of the required permits and licenses and be covered by general liability insurance, naming the MIFM as additional insured.

The Vendor must be the owner of the farming operation and may not be operating under a franchise or similar agreement. All packaged foods must meet Washington State labeling requirements. Labels must include: 1) name of product 2) company name 3) address 4) net weight in ounces/metric on the bottom one-third of label 5) ingredients listed in decreasing order of total quantities.

### **Processed Farm Foods**

These include juices, preserved foods, jams, baked goods, pasta, salsas, salad dressings, granola, beer and related take home foods not prepared at the Market. *Exceptions: Teas, Chocolate and Coffee, accommodation is given to those producers who cannot source in Washington State but process in Washington State.*

All processed foods must substantially alter the base product from its original form and the product must contain local ingredients to the greatest extent possible. Vendors must have personally cooked, canned, preserved, baked or otherwise treated the product they sell OR have personally overseen the production of their product in a permitted commercial facility. All processed farm foods must supply the MIFM with the required permits and licenses and be covered by general liability insurance.

The Vendor must not be operating under a franchise or similar agreement. All packaged foods must meet Washington State labeling requirements. See above paragraph for definition.

*Proof of origin of ingredients must be available for inspection by the market manager if necessary.*

### **Prepared/Hot Foods**

These include all freshly made foods available for sale and immediate consumption on-site. The Vendor must be the owner of the business and may not be operating under a franchise or similar agreement. When selecting Prepared Food Vendors, preference will be given to those vendors who prepare their foods from local raw ingredients, grown or

produced in Washington State. If it cannot be sourced within Washington State, then it must be sourced from producers that use responsible Agricultural practices. Baked goods and prepared foods should highlight regional produce and seasonal ingredients, when possible, and should be prepared with healthful whole grains and unrefined sugars. Vendors are required to have an accurate thermometer and monitor the temperatures of their coolers and products regularly to ensure that items are stored at 41 degrees or below or 140 degrees or above, as required. Prepared Hot Food Vendors must have a working fire extinguisher in his/her booth at all times and be trained to use it. If there is a hot surface or an open flame, 10 feet of open space on two sides of the heat source is required for safety purposes. All Prepared Food Vendors must supply the MIFM with the required permits and licenses and be covered by general liability insurance including MIFM as an additional insured. MIFM a ZERO waste marketplace and we require all Farmers and Vendors use compostable, biodegradable or recyclable packaging.

### **Apiary Vendors**

The Mercer Island Farmers Market requires that all beekeepers must register their beehives with the Washington State Department of Agriculture annually. A current copy of proof of membership in the Washington State Beekeepers Association is also required. The term "honey" refers to the nectar of floral exudations of non-poisonous plants, gathered and stored in the comb by honeybees (*Apis mellifera*). Only Washington State honey will be allowed for sale at the MIFM and must be labeled with the name and address of the producer, the net weight and the grade of the honey. If the beekeeper blends two or more floral sources of honey all the types of honey in the blend must be listed. Infused honey must be clearly labeled as 'infused', naming the infused ingredient. Honey that contains any type of artificial or natural sweeteners is not allowed. Beekeepers agree to allow the Market Manager or a hired third party to inspect the location where honey is being produced, stored, packed, or offered for sale. A sample may be taken for analysis if necessary. All Beekeepers must supply the MIFM with the required permits and licenses and be covered by general liability insurance naming MIFM as additional insured.

### **Fish/Seafood Vendors**

Fish/Seafood Vendors must own and operate their own fishing vessel and sell only what they have fished from the waters of the Pacific Northwest Region. No brokering wholesale from a second party is allowed. Documentation of processing and cold storage must be on site for review by the Market Manager. Everything you plan to sell during the Market season should be listed on your Application. If you would like to be able to add specific products, you must contact the Market Manager prior to selling them, for approval. No farm-raised fish or seafood may be sold at the Market. All Fish/Seafood Vendors must supply the MIFM with the required permits and licenses and be covered by general liability insurance naming the MIFM as additional insured.

### **Guesting Program**

A vendor may sell at MIFM for less than a full season. This applies to short season vendors, special occasion product vendors and MIFM approved guest vendors. All fees, rules and regulations shall apply.

### **Co-op Program**

With approval, a producer can co-op with another vendor. This allows one vendor to sell for another as their employee. The Vendor at MIFM market would "represent" both sellers. Products, signage, cash boxes, Vendor daily sales report and booth fees are kept separate for each business. All normal fees, rules and regulations shall apply.

### **Application Fees**

The application fee is \$25 for the 2014 Season and must be included with the application. In addition, please attach a copy of all required current licenses, permits and additional documentation to the Application. Following notification of acceptance into the MIFM, the updated insurance form and Mercer Island Business License are required, as stated in the Application.

Mail Application, documentation and \$25 check to: **Mercer Island Farmers Market P.O. Box 71 Mercer Island, WA 98040**

### **Daily Booth Fees**

Each Vendor will be charged the following fee, due at the end of each Market day:

### **Farms and Added value/Processed Foods**

10 X 10 space: \$25 or 6% daily sales (whichever is greater)  
10 X 20 space: \$50 or 7% of daily sales (whichever is greater)  
\$5 additional fee to park at/near site (*limited spaces*)

### **Prepared Food Vendors**

10 X 10 space: \$30 or 7% of daily sales (whichever is greater)

10 X 20 space: \$50 or 8% of daily sales (whichever is greater)

### **Audits**

Vendors are expected to accurately report all gross sale totals on the Vendor Daily Sales Form at the end of each Market day. The MIFM may conduct random booth audits at any time during the Market season. A neutral third party and a Market representative will conduct these audits. The Vendor will agree to split any fees for these services.

### **Vendor Cancellation or No-Show**

Vendors unable to attend the Market on a committed date must contact the Market Manager at least 48 hours prior to the Market day. Vendors who do not give proper notice will be charged a cancellation fee equal to their daily booth rate. Please call the Market Manager at: (206) 235-1185 if you need to cancel. Repeat violations may be grounds for termination of Vendor's participation in the Market.

### **Mercer Island Farmers Market Manager**

The MIFM Manager is responsible for all site inspections for the City of Mercer Island and King County Department of Health, ensuring a healthy and safe Market place. The Market Manager is responsible for verifying all paperwork for each Vendor. The Market Manager oversees daily set-up and break down and conducts the Health Department inspections, keeping a log, insuring safe food handling practices and code compliance. The Manager also supervises volunteers and the collection of fees at the end of the day. Vendor selections and booth location assignments are made by the Market Manager. The MIFM Manager will also handle all public concerns and Vendor matters. The MIFM Manager is the link between Vendors, Customers and the MIFM Board of Directors and will interpret, implement, monitor compliance with the MIFM Rules and Regulations on and off site.

### **For All Vendors**

If a Vendor wishes to add a new product for sale at the Market, the Market Manager must be informed of their intent before bringing it to Market. Requests for new products must be approved before it is added to your application on file.

The MIFM reserves the right to suspend any Vendor that is under investigation for any reason until the investigation has been completed and the dispute is resolved, at the discretion of the MIFM.

All Vendors must have at least one person that is selling food in their booth possess a valid Washington State Food Worker Card.

Vendor Selection is for the 2014 season only. Vendors must re-apply each year. The deadline to apply for the 2014 Season is: March 31, 2014. You will be notified of acceptance as soon as possible. Vendor selection is at the sole discretion of the MIFM.

### **Vendor selection will be based on the following:**

**Product mix:** Our booth spaces are available to Washington State farmers who sell their own products and small food businesses that create their menus using local farm ingredients whenever possible.

**Product quality:** Selection of the highest quality, freshest produce will be considered.

**Vendor reported sales:** In order to sustain a financially healthy market, our expectation is that vendors will do a minimum of \$250 reported sales per market day.

**Vendor performance:** Previous compliance with Rules and Regulations, Manager direction, punctuality, adequate notice of cancellation, prompt clean up, product quality, fair pricing, good display, and sales record.

**Available space** at the Market for type of product offered.

The MIFM reserves the right to modify these Rules and Regulations at its discretion. All Vendors will be notified if any changes are made.

*Your signature on the Application acknowledges you and your assigns have read the MIFM Rules and Regulations and agree to abide by these governing guidelines.*



