

# **Yelm Farmers Market 2014 Guidelines & Policies**

**The mission and purpose of the Yelm Farmers Market is to create a place to connect community members and local producers of good, healthy and just food.**

Thank you for your interest in being part of the Yelm Farmers Market. Please read these regulations carefully before signing the application and remember to keep a copy for your records.

## **I. ORGANIZATION**

The Yelm Farmers Market (YFM) was developed in response to the growing demand by farmers and consumers in the Yelm, WA, area for a market to support local growers in the Puget Sound region and to make more widely available farm fresh foods to the community. YFM is organized and managed by the Yelm Cooperative, a Washington State educationally mandated community service non-profit organization.

Yelm Cooperative's mission is to serve the membership and community by making available reasonably priced, high quality whole foods and other basic goods. Buying policies incorporate good nutrition, respect for the environment and support sustainable local agriculture and production. As a socially responsible business operating in a manner that is fair and equitable to members, staff, and community, the Yelm Cooperative supports a workplace democracy that fosters opportunities for participation, empowerment and growth in an environment of mutual respect and cooperation.

Yelm Farmers Market, as an extension of the Yelm Cooperative's mission, cultivates an atmosphere of learning for the public by providing customers with free educational opportunities such as cooking demonstrations, how-to information on farming and advice on storing fresh foods. Vendors are expected to participate in this mission by creative interaction with the public using informational handouts, recipes, farming fact sheets, verbal teaching, etc. Building relationships with the community through learning will build a strong customer base, create more educated buyers and increase excitement about farm-to-table dynamics.

The Market Manager, under the direction of the Yelm Cooperative and in consultation with the Yelm Farmers Market Oversight Committee (YFMOC), oversees the seasonal and daily operations of the market. The YFMOC also helps to plan and implement the community elements of the market including special events and daily activities and assists with fundraising and volunteerism for those efforts. Members of the community are encouraged to join the Yelm Cooperative and the YFMOC for the ongoing success of the market as Yelm Farmers Market has been established for the benefit of the community, the vendor and the consumer alike.

## II. 2014 MARKET INFORMATION

### **A. Market Manager**

The responsibility of the Market Manager is to implement market policies including overseeing market set-up, booth assignments and collection of fees, providing information on membership and market policies and ensuring vendor compliance with all market policies. The manager will make booth assignment decisions based on available space in the market and the need for specific products. The manager will be responsible for public concerns and vendor complaints. The manager is also the conduit between vendors/customers and the market. The Market Manager has complete authority to interpret and implement policy on the market site including the authority to rescind stall space for just cause. Vendor grievances will be taken to the Market Manager.

- Market Manager: Karen Rae
- Email: [yelfarmersmarket@gmail.com](mailto:yelfarmersmarket@gmail.com)
- Phone: (360) 894-1164

### **B. Location and Dates**

- Market Day & Time: Every Sunday, June 1st through October 26th, 10AM - 3PM
- Physical Location: Nisqually Springs Farm  
17835 State Route 507  
Yelm, WA 98597
- Mailing Address: Yelm Cooperative  
ATTN: Yelm Farmers Market  
PMB 92 Box 7530  
Yelm, WA 98597
- Website: [www.yelfarmersmarket.yelmfood.coop](http://www.yelfarmersmarket.yelmfood.coop)

## III. VENDOR CATEGORIES/QUALIFICATIONS

As a Washington State Farmers Market Association (WSFMA) Member, Yelm Farmers Market abides by the member “Roots Guidelines” which define the types and percentages of vendors allowed at the market with an emphasis on family farms. For more information visit the WSFMA website at [www.wafarmersmarkets.com](http://www.wafarmersmarkets.com). Vendor selection, along with stall assignments, are made based on the market’s need to balance available produce with a well-rounded “market basket” for customers, leading to the overall success of market vendors and compliance with WSFMA “Roots Guidelines”. To qualify as a vendor at the Yelm Farmers Market, applicants must meet the criteria of one of the five following categories:

### **A. PRODUCERS: Farmers**

One who raises the produce, plants or animals which they sell at Yelm Farmers Market on land they own or lease/rent in the state of Washington or counties which border Washington State. This is meant to exclude those who might work on or manage a corporately owned farm and have permission to dispose of surplus product. It may include someone who processes produce

grown on their own property into a value-added product such as jams, cider, salsa or alcoholic beverages. It may also include farmers who raise the basic ingredient(s) of a product but who must send it out for fundamental processing before creating the value-added product. Such Vendors might include those farmers selling mint oils, emu oils, smoked meat or fish, etc. “Alcoholic beverages must be made entirely from ingredients grown in Washington or from grapes grown in a recognized Washington wine appellation, except for certain additives required for processing but which cannot be produced in the State of Washington, not amounting to more than 5% of the total volume of the beverage.”

#### ***B. PRODUCERS: Processors***

One who sells processed foods which they have personally prepared on their own or on leased/rented property. Processors are persons or entities offering fresh food products (such as meat, seafood, ciders, baked goods, jams, etc) that have added value to a product through some sort of “hands-on” processing (e.g. hand-filleted fish, smoked or butchered meats, handmade candies, etc). All processors must meet all Federal, State, County and local Health Department requirements. All appropriate permits and licenses shall be displayed whenever a processor is selling at Yelm Farmers Market. Processors must produce their product in Washington State or in those counties which border the State of Washington. Processed food products should use ingredients from Washington State farms or waters as much as possible and Yelm Farmers Market shall give stall preference to processors using ingredients from Washington State farms or waters. “Alcoholic beverages must be made entirely from ingredients grown in Washington or from grapes grown in a recognized Washington appellation, except for certain additives required for processing but which cannot be produced in the State of Washington, not amounting to more than 5% of the total volume of the beverage.” In the case of Seafood vendors, product must originate from the greater Pacific Northwest, which includes Washington, Oregon, Alaska and British Columbia.

#### ***C. OTHERS: Resellers***

One who buys produce from farmers in Washington State, trucks it to Yelm Farmers Market and resells it directly to the consumer. The reseller is expected to be the only stop between the grower and the consumer. They are not expected to deal with shippers, warehouses, or jobbers. They must not sell any produce not grown in Washington. They may sell any produce they grow themselves on their own property (see Farmers). Resellers are sellers of crops that cannot be grown reliably or offered for sale in sufficient quantity by farmers selling at the Yelm Farmers Market, as determined by the YFMOC. Resellers must have crops pre-approved by the Market Manager before delivering the crops to market for sale. Approved resold crops must be specifically limited so as not to compete with the crops of farmers within the geographic area of the Yelm Farmers Market. When trying to balance the vendor mix, priority will be given to primary producers. Approved resellers must label their products as being resold\* and information must be available for the consumer as to which farms produced those products.

\* Other terms synonymous with “resold” may be substituted.

#### ***D. OTHERS: Artisans/Crafters***

Crafters are persons or entities who craft with their own hands the products they offer for sale at

the Yelm Farmers Market. To qualify as a crafter, a majority of the tools and equipment used by the crafter to produce their products must require skills, personal handling and/or guidance by the crafter. Crafters should incorporate materials produced in Washington State as much as possible. Crafters must create their craft products in Washington or in counties which border the State of Washington.

***E. OTHERS: Prepared Food Vendors (Concessionaires)***

Prepared Food Vendors offer freshly made foods, available for sale and immediate consumption on-site at the Yelm Farmers Market. Prepared Food Vendors shall possess and maintain all required State, County and local Health Department permits. Prepared food Vendors should use ingredients produced in Washington State as much as possible. Yelm Farmers Market will prioritize prepared food vendors who provide a good variety of healthy foods and use locally produced ingredients.

**IV. NON-VENDOR BOOTH OPTIONS**

To further community outreach and education, Yelm Farmers Market offers opportunities for organizations and businesses to reserve special booth space available at each market day. Each organization and/or business is limited to a certain number of participations per year and acceptance into the market is under the discretion of the Market Manager or YFMOC . Booths will be assigned on a case by case basis and should be reserved prior to market season in order to be added to market literature and the calendar of events. When scheduled, organization and business booth staff are expected to arrive no later than 9:00 a.m. to set up and must remain at the booth until 3 p.m. unless other arrangements are made prior to market day with the Market Manager. All participants must conform to all market rules where applicable.

***A. Non-Profit and Community Outreach Booths***

There is an opportunity each week for not for profit organizations and municipalities to host a booth at the market to outreach to Yelm Farmers Market customers for the purpose of

- 1) Providing an opportunity for our customers to learn about local organizations;
- 2) Supporting non-profits in the community; and
- 3) Providing a venue for cities and municipalities to educate the community about special projects and educational outreach efforts.

Priority will be given to non-profit organizations with a strong membership base and an educational outreach related to sustainability, community and health. The space is provided free of charge but full participation in the setup and breakdown of the canopy and table is expected.

While a 10x10 canopy and a 6 foot folding table will be available for use, participants must provide their own chairs, booth displays and garbage disposal. No hawking, sales etc are allowed and fundraising efforts (such as raffle tickets and t-shirt sales) shall be limited to appropriate items which do not compete with regular market vendor sales, match the market ethic of healthy, local and/or organic, are in accordance with Thurston County codes and have been approved by the Market Manager.

## **B. Business Booths**

There is an opportunity each week for local businesses to host a booth for one week or more at the market to outreach to market customers for the purpose of

- 1) Providing a venue the local business community can use to connect with YFM customers;
- 2) Providing an opportunity for sustainable product or service businesses to outreach to the community; and
- 3) Providing additional revenue for the market without creating competition between existing vendors.

Businesses which qualify are defined as those which are “local” businesses with their primary location address within the market community range including Yelm, Rainier, McKenna and Roy (exceptions are made at the discretion of the Market Manager and YFMOC). Priority will be given to those which provide a service or education such as massage therapists, accountants, mechanics, technology based, financial-based, contractors, daycare providers, private schools, catering, cooking classes, health and fitness centers etc or have a product directly related to sustainability such as electric car/scooters, rain barrels, dehydrators, worm bins etc. Approved businesses can promote but not sell a product that could not otherwise, in any form, be sold at the market. This excludes any food, plant, animal, craft, or personal care product. With permission, restaurants within the local market range may promote their business at market, preferably through “chef demonstrations” or food sampling. Franchises, “pyramid schemes” as defined at <http://www.wikipedia.org/>, businesses primarily owned and operated outside the qualifying area or those which compete with current or potential vendors will not be allowed to participate in a Yelm Farmers Market non-vendor booth space.

## **V. VENDOR APPLICATION AND ACCEPTANCE**

The priority deadline for vendor applications is **May 2nd, 2014**. It is important to receive vendor applications prior to this date so that vendor stall assignments and outreach materials can be prepared in advance of the season opening.

Applications are accepted throughout the market season and must be received at least one week prior to the desired start date. Vendors are encouraged to commit to every week during the market season. However, they may indicate which weeks they would like to attend including alternating weeks, monthly or short season. New vendors applying on the day of market will be turned away. First time applications must also include at least one day stall prepayment. Late applications are not guaranteed a spot at market even if returning from a previous year. Once a completed application along with application fee and any prepaid stall fees has been received and accepted by the Market Manager letters of acceptance will be mailed or other appropriate contact will be made.

1. Acceptance will be based on balancing the needs of the customer, past season farm vendors and new vendors applying to Yelm Farmers Market. Every effort to avoid overloading the market with particular products so as to not detriment vendors will be made. Processed and prepared food vendor priority will be awarded to those who use a predominance of Washington State grown products and, in particular, use a “signature” ingredient of a prepared or processed food that is locally grown and ideally purchased from Yelm Farmers Market vendors. Final decisions

regarding acceptance into Yelm Farmers Market are not guaranteed and are at the sole discretion of the Market Manager.

2. Yelm Farmers Market attempts to give first priority of stall assignment to returning vendors who were in good standing the previous season and participated for a half to full season. YFM recognizes the importance of consistency in stall location and will strive to balance that with the expansion of the market.

## **VI: 2014 FEES AND CONTRIBUTIONS**

### ***A. Vendor Application Fee***

All vendors are required to pay an annual application fee of \$15\*. This fee must be submitted along with your application to ensure consideration for the 2014 Yelm Farmers Market. If not accepted, the annual application fee is fully refundable.

\*Vendors who are current members of the Yelm Cooperative, the sponsoring non-profit organization of YFM, will pay a reduced application fee of \$10. For information on how to become a member of the Yelm Cooperative, visit [www.yelmfood.coop](http://www.yelmfood.coop).

### ***B. Vendor Daily Stall\* Fee***

By the end of each market day vendors are required to pay a daily stall fee and a percentage of their daily gross sales (less any sales tax). All vendors must report market day gross sales to the Market Manager by end of market day. Market management will monitor sales reporting as necessary to check for accuracy and each market participant is expected to cooperate. Individual vendor sales data is considered confidential and will not be shared with others without permission.

- Farmers (as defined in section III:A) will pay a \$10 stall fee and 4% of gross sales (less any sales tax).
- Processors, Resellers, Crafters, Prepared Food Vendors, and all other vendors will pay \$10 and 6% of gross sales (less any sales tax).

Vendors can pay a season stall fee in advance of \$170 and pay the percentage of gross sales each market day.

\*A "stall" is considered to be 10x10 feet. The Market Manager can allow up to 10x20 feet by special arrangement based upon available space.

### ***C. Non-Vendor Business Booth Daily Stall Fee***

Approved businesses as defined in section IV:B are subject to no annual application fee and one of the fee options below:

- No fee for YFM Sponsors of \$500 or more
- \$50 fee for YFM Sponsors of less than \$500
- \$75 fee for all other approved businesses

### ***D. Vendor Contributions***

Vendors are asked to contribute product, gift certificates or other items of value (not to exceed an average of \$5 per vendor as needed) to the market's promotional and educational events

such as chef demos, produce tastings, musician's basket, contests, raffles and special events which attract customers to Yelm Farmers Market and benefit all vendors.

## **VII: 2014 VENDOR RULES**

### ***A. Punctuality***

Hours of Operation: 10:00 a.m. - 3 p.m. (subject to change based on popularity of market and traffic to booth; times will not change during the hours of the same market day in order to allow proper notice for vendors and customers). No vendors will be allowed on site before 8:00 a.m. unless special arrangements have been made. All vendors must vacate the site by 4.30 p.m. All vendors with assigned booth spaces must be at the market site by 9:30AM and be ready to begin selling when the market opens.

Vendors who arrive within 30 minutes of when the Market opens will be issued a verbal warning upon first offense. A second offense will result in a warning of termination and a \$25 fine. A third offense will result in a \$40 fine and possible termination of the vendor's market agreement. Vendors who arrive late will not be given stall preference for that market day and may be turned away. Chronic late arrivals will be replaced by more reliable vendors. Exceptions can be made for special, unforeseen circumstances.

### ***B. No-Shows***

If a vendor does not notify the Market Manager within 48 hours prior that they will not be attending the given market day, they will be fined the full amount of a daily stall fee (\$10) for the first occurrence and double a daily stall fee (\$20) for the second and future occurrences. 48 hours notice allows proper time to notify customers through the website and newsletter, to notify other vendors so they can balance their product selection accordingly and to find other sources to fill the temporary product void. Any notice up to market opening is appreciated allowing time to still adjust stall spaces and set out signage to explain to customers but does not negate the fine. Chronic no-shows will be asked to leave the market permanently. All fines owed must be paid before vendor can occupy space at the market on subsequent market days.

### ***C. Selling Time***

No selling shall begin before 10:00 a.m. when the designated signal is given by the Market Manager indicating that the market is officially opened except by permission of the Market Manager. Generally, if a customer wants to purchase one item and leave and the vendor is willing, the manager will approve. Vendors are required to stay until closing and must not give the appearance of packing up until after 2:00 p.m. (strictly enforced), unless specific permission is given by the Market Manager. Vendors who sell-out early should post a sign letting customers know they have sold out and are encouraged to take the extra time to interact with customers and educate them on their farm and products.

### ***D. Selling Space***

The vendor sales area must not extend beyond allotted boundaries of the stall space. Displays and signs must allow clear visibility to adjoining booths. Display and selling techniques must not

impair other vendors' ability to sell nor create a hazardous situation for customers. Hawking (calling attention to products in a loud, repetitive, public manner) or sampling in front of booths is not allowed. Vendors are required to wear shirts and shoes at their booths during market hours. Vendors may play individual music in their booth space but should be aware of the volume and neighbor's ability to transact business without any audio interference. In addition, music should be turned off when live music is provided by market management.

#### ***E. Vehicles and Loading/Unloading***

Vehicles must be unloaded and off market pathways by 9:30 a.m. and are not allowed back onto market pathways until 3:30pm, to ensure the safety of customers.

#### ***F. Booth Clean Up***

Vendors are required to maintain their individual selling space in a clean, safe and sanitary manner including protecting the pavement from oil or fuel drips from any part of the vendor's vehicle. Each vendor is responsible for keeping his/her booth space clean during the market and for complete clean up of his or her space at the close of market. This includes hauling away any trash or garbage that is generated in or around the booth and sweeping up any product debris left on the ground. Farmers are not permitted to dispose of produce waste, overripe or leftover waste in any on-site garbage cans or dumpsters.

Market trash cans and dumpsters are not available for vendor use. Vendors should bring their own brooms and dustpans. Those who do not clean up at the end of market day will be issued a written warning for the first offense and a \$35 fine for the second offense. A third offense is grounds for termination of vendor's market agreement. All fines owed must be paid before vendor can occupy space at the market on subsequent market days.

Prepared food vendors should provide food in recyclable or biodegradable containers whenever possible. The use of poly-foam containers is not allowed, unless prior approval has been obtained from the Market Manager. Vendors who sell product in recyclable containers such as aluminum cans or water bottles may use the market recycle cans for disposal.

#### ***G. Signage***

All vendors will post a sign in their booth identifying the name of the farm/business represented and where it is located. Signs should not be smaller than 24" wide by 8" high. Vendors must have their signs displayed before sales begin. Failure to have a sign will result in a first offense warning. The second offense will result in a \$10 fine. All fines owed must be paid before vendor can occupy space at the market on subsequent basis. If a vendor feels they cannot adequately meet this requirement, contact the Market Manager for assistance.

No vendor should ever use the words "last day" or other similar terms in their signage or handout material unless approved by the Market Manager. If it is a vendor's last day at the market other language such as "We won't be back this season", "See you next year", etc should be used to state the vendor will not be returning for the remainder of the market season.



### ***H. Pricing & Quality***

Produce and other allowable market products should be clearly marked with their price. This can be done by individually tagging each item with a sign or by listing all products and prices on a large sign or blackboard. Vendors are not encouraged to give produce or other items away for free or at below-cost pricing, thereby undercutting potential sales of other vendors and the overall health of the Yelm Farmers Market.

Vendors are expected to bring good quality products to market. Vendors are responsible for the safety of their food and cannot sell adulterated foods.

### ***I. Scales***

Vendors selling produce by weight must provide their own scales. Scales must be “legal for trade” and inspected and sealed by the Department of Agriculture - Weights and Measures Program. All scale displays must be readable and in easy sight for customers to view during business transactions.

### ***J. Children & Pets***

Vendors need to keep a watchful eye on their children during the market day. Set-up time can be an especially dangerous time for unattended children. Small children should not be allowed to wander the grounds without a parent or guardian with them; the market can take no responsibility for safety for their whereabouts. No bikes, skateboards or scooters are allowed within the market boundaries.

No pets will be allowed in the vendor selling area. Exceptions are made for seeing-eye dogs, dogs for the hearing impaired or other disability assistance dogs. Please report to the Market Manager if there are any problems.

### ***K. Courtesy & Conduct***

Vendors, their representatives and all other market participants are expected to conduct themselves in a safe and courteous manner at the market. Any language or behavior considered deleterious to the normal operation of the market will be grounds for termination of the market agreement. Consumption of alcoholic beverages or any controlled substance while at the market is prohibited. Any participating market vendor or representative who is under the influence while at the market will be immediately expelled from the market. Smoking of any kind is not allowed on the property that hosts the market.

### ***L. Refunds***

Customers who have a legitimate complaint about the products they purchase should be given full monetary refund or replacement of equal value. It is the market’s policy to satisfy the customer and to promote good will by being generous with produce and products. If produce is overripe and must be consumed the same day, the customer must be informed in advance. If a customer wishes to exchange only a partial bag of produce, only partial credit is due. Complaints that seem unfounded or excessive may need to be mediated by market management.

### ***M. Health & Safety***

- **Booth areas:** Vendors' vehicles, tables, and overhead shades must be maintained and used in a safe manner. Legs must be firmly locked into place on the shades. Tables must have smooth edges and remain stable when loaded with produce and products. Products must remain at least 24" or more above the ground.
- **Regulations:** Compliance with health and safety regulations is the responsibility of the vendor. More information on these regulations can be found at the Thurston County Health Department. Sneeze guards, cold storage, hot holding and all other relevant equipment must be provided by the vendor as needed. All food stored on site must be stored in compliance with health codes and kept at least 18" above ground.
- **Canopy Policies:** All vendors who wish to erect canopies (including umbrellas) on the farmers market site during a normal period of market operations, including the set-up and break-down period, are required to have their canopies sufficiently and safely weighted to the ground from the time their canopy is put up to the time it is taken down. Any vendor who fails to properly anchor his or her canopy will not be allowed to sell at the farmers market on that market day unless that vendor chooses to take down and stow their canopy and sell without it. Each canopy leg must have no less than 24 lbs (pounds) anchoring per leg. Please refer to the WSFMA website at <http://www.wafarmersmarkets.com/buildout/resources/canopysafety101.html> for Canopy Safety 101.

### ***N. Market Rights & Responsibilities***

- YFM reserves the right to prohibit anyone from selling or any product from being sold.
- YFM or its designated representative has the right to inspect vendor's land or place of business. Representatives may inspect or visit any farms or establishments used by vendors. Farm visits will be conducted with at least 24 hours notice. Vendors should provide help during a visit in identifying the crops listed on the application for permit to sell.
- YFM is not responsible for loss of property or damage.
- YFM does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, recruitment, selection and coordination of vendors and volunteers and provision of services. We are committed to providing an inclusive and welcoming environment for all of our vendors, customers, volunteers, staff and sponsors.

## **VIII: LICENSES, PERMITS, AND SPECIAL REQUIREMENTS**

All vendors shall provide by the first market day copies of any permits and licenses applicable to the sale of their products. These may include the vendor's Washington State UBI Number, Food Handlers Permit, Food Sellers Permit, Washington State Department of Agriculture Food Processors License, Certification for Organically Grown Produce, Grade A Dairy Permits,

Pesticide Applicator's License, Nursery License, Department of Fisheries Wholesale License, etc. These certifications must be prominently displayed in a vendor's booth during each market day.

#### **A. Taxes**

Retail sales taxes and Business and Occupation taxes are the responsibility of the individual vendor. Most vendors are required by law to have a Washington State Master Business License Number and must supply this tax number when applying to sell at the market. Vendor's application will not be processed without this number or explanation as to why it is not required.

#### **B. Insurance**

All vendors must show proof of current automobile insurance for on-site vehicles and provide market management with policy numbers which will be kept on file. All vendors are also highly encouraged to obtain general or product liability insurance, if not already required by permit or license. Proof of any insurance policy should be turned in to market management prior to the first market day.

#### **C. Organic Products**

If a product is labeled "organic" it must be certified in accordance with Washington State law and the standards set forth by the National Organic Program. Verbal or written declarations of organic status not certified or verified will result in terminations of vendor's permit to sell. When an organic producer is also selling non-organic produce at the same stand, the non-organic produce must be clearly separated from the organic produce and clearly labeled as conventionally grown.

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

Written and verbal declarations regarding pesticide use which cannot be certified such as "unsprayed", "pesticide-free" or "low spray" will need a notarized affidavit attesting how these procedures are followed. This affidavit will be kept with market management for the season. Consumer queries regarding farming practices must be answered factually.

#### **E. Processed Foods**

All farmers and vendors who sell processed foods must be licensed by the Washington State Department of Agriculture and/or Liquor Control Board as a Food Processor or Winery/Brewery. These foods include baked goods, breads, dried fruits, herbs, teas, cider, preserves, jellies, canned and dried fish and meat, salsas and salad dressings. Beekeepers that process their own honey do not need a Food Processor's license unless the honey is sold wholesale. Fresh meat vendors are highly encouraged to review requirements for Food Processors License and the WSDA Green Book (see resources section). Vendors who sell processed foods are responsible for understanding and meeting all WSDA requirements for processing and selling food and must provide copies of all permits and licenses to sell. Other Thurston County Health Department requirements may apply.

Labels on processed foods, including honey, must meet Washington State requirements and

include:

1. The name of the product
2. Company name
3. Address (if not found in the phonebook)
4. Net weight on bottom 1/3 of label
5. Ingredients listed in decreasing order of predominance

### ***F. Sampling***

Special Health Department guidelines can be used at vendor booths for limited demonstrations and sampling. Please consult with the Thurston County Health Department or Market Manager for these regulations.

### ***G. Food Handlers Permit***

All prepared food and baked good vendors must have a current Thurston County Health Department Food Handlers Permit. All vendors providing food samples must also have a Food Handlers permit.

## **IX: RESOURCES**

Yelm Cooperative

Learn More about the Yelm Coop and the benefits of membership

<http://yelmfood.coop>

Washington State Farmers Market Association “Roots Guidelines”

WSFMA Market Regulations

<http://www.wafarmersmarkets.com/buildout/resources/2009-RootsGuidelinesforMemberMarkets.pdf>

WSDA Small Farm and Direct Marketing Handbook AKA “The Green Book”

Overview of requirements and ideas

<http://agr.wa.gov/Marketing/SmallFarm/directmarketinghandbook.aspx>

Washington State Master Business License Center

Master Business License application and requirements

<http://bls.dor.wa.gov>

Campbell Risk Management - Partner of WSFMA

Farmers Market Vendor Liability Insurance

<http://www.campbellriskmanagement.com/farmers-market-vendors>

Thurston County Health Department

Information and requirements for obtaining health permits such as Food Handlers Permit, Temporary Food Sellers permit, Sampling permit, etc.

<http://www.co.thurston.wa.us/health/ehfood/index.html>

New Farmer's Guide: Cultivating Success at Farmers Markets

Davis Farmers Market

A how-to guide for vendors looking for more information on successful marketing at farmers markets

<http://www.davisfarmersmarket.org/new-farmers-guide>

Please read these regulations carefully before signing application and keep for records. Failure to observe these policies may result in extra fees and/or termination of market agreement. Again, thank you for your interest in being part of Yelm Farmers Market!

If you need assistance with the requirements or application process or have any questions regarding the Yelm Farmers Market, contact the Market Manager: Karen Rae at [yelfarmersmarket@gmail.com](mailto:yelfarmersmarket@gmail.com) or by phone at (360) 894 1164.