2016 Hoffman Farmers Market Guidelines

Wednesdays from 5- 7 p.m. at City Park

The Hoffman Farmers Market is a non-profit cooperative that operates through the Hoffman Economic Development Authority board of directors. We greatly appreciate the support of vendors and community members who help organize and run the market each week. The rules, policies, and guidelines followed at the Hoffman Farmers Market are changed by Board of Directors with approval of the market membership.

**APPLICATION:**

* Those wishing to participate in the market must complete an application. Application should be turned in to the HEDA office: PO Box 227

Hoffman, MN 56339

* There is a membership fee of $10.00 per vendor for the season.

**MARKET OPERATIONS:**

* The Market will begin at 5:00 pm.
* Markets will be held at the John Kleinsasser gym if it is raining.
* Vendors are responsible for providing all tables, canopies, change,& other items needed for their display.
* All Displays must be neat and tasteful.
* The general cleanliness of the Market area is everyone’s responsibility.

All vendors must keep their area neat while selling and make certain that the area is clean before leaving.

* All Market vendors should represent themselves in an appropriate

manner, dress, and state of cleanliness.

* All vendors must agree to abide by fair business practices.
* Any vendor who the market staff feels is not complying with the Market

rules may be asked to leave. The vendor in turn may petition to be

Re-accepted to the Market if approved by the H.E.D.A. board.

* No dogs allowed in the market.
* We do not set prices at our market, but discourage “dumping” of product at very low prices.
* You may drive to unload if ground is dry HOWEVER; if ground is wet there should be NO driving on it.

**ITEMS OFFERED FOR SALE:**

* All producers of processed items (cheese, meats, jams, jellies, syrups, baked goods, pickled products, canned goods, etc.) are required

To adhere to all state and local laws pertaining to the production and

selling of such goods.

* Processed food items should be sold with a valid processing license or

Comply with Minnesota labeling law requirements.

**PERMITS, LICENSES, TAXES AND INSURANCE:**

* Farmers Market Nutrition Program vendors must display appropriate

Signage provided by FMNP.

\* All permits and licenses required by the State of Minnesota or the

 Federal Government is the sole responsibility of the vendors.

\* Any required sales tax collections and remittances are the sole

 responsibility of the vendors.

\* Hoffman Farmers Market does carry an insurance policy through

 The City of Hoffman for the market. Vendors may want to seek

 Advice of an insurance agent or carry additional general liability

 insurance or product liability insurance.