



Tenth Street Community Farmer's Market

Member/Vendor Rules of Operation Revised 12/2023

Location of Market: Moore Pavilion, 10th & Poplar Streets, Lamar, Missouri

Day and Time: Saturdays 8:00am -12:00 noon

Fees: Vendors may select from the following options:

1. Annual Market Member- \$60.00 membership fee and 2% of daily sales total
2. Seasonal Market Member- \$30.00 membership fee and 2% of daily sale
Seasons: Summer covers Opening Day-June 30th
Fall: July 1st- Closing Day
3. Non-Market Member- No set up fee; 10% of daily sales
4. Youth Vendors-no set up fee; 5% of daily sales. Youth vendor status is subject to market manager's approval.

Fees collected are used for city merchant license, insurance, advertising and promotion of Market

Percentage of daily sales fees will reported/collected on a monthly basis with a provided form.

Season: The Board of Directors will determine opening and closing dates for the season based on weather. Generally, Market will open by the end of April and continue until the end of September.

Produce: Includes locally grown fruits and vegetables, agricultural products such as meat, honey, eggs, etc and cut and/or dried flowers, plants, jams, jellies, baked goods with all the following rules applying.

- Products will be grown or produced within a 50-mile radius of Moore Pavilion, Lamar, MO
- Products will be sold only by the producer to the consumer.
- Compliance with ALL state and local Health Department regulations and inspections with the capability to provide proof of compliance upon request.
- All scales must be certified for products sold by weight.
- Supplementation will be allowed, upon Market approval, in the event of crop failure or if no vendors are producing a particular crop. Supplemented items must be publicly displayed as such with location of origin on signage.
- Absolutely NO 'DUMPING' of inferior or poor-quality produce will be tolerated. Market Manager's assessment is final.
- Vendors are responsible for the collection and payment of any required state and/or local taxes.

Handcrafts/Value Added Items:

- Value-added products such as handcrafted items are allowed with Market Board approval.
- Applications may be juried prior to acceptance.
- All handcrafted items must be made by the vendor.

- All Guidelines listed will apply to these vendors and market spaces.
- Independent Consultants may apply to represent their companies as a Market vendor. (Ex: Watkins, Scentsy, Tupperware, etc.) Only one vendor per company will be accepted.

Prices:

- Each vendor is responsible for setting their own prices.
- Prices should be posted with clearly visible signage.
- Prices should be set in keeping with consumer satisfaction and consideration of other Market vendors.

Vendor Space:

- All vendors must complete and sign a Tenth Street Community Farmer's Market Application Form.
- Vendor space will be assigned by the Market Manager the day of sale as space allows.
- Only Market Members will get "reserved" spaces.
- All vendors should display farm/business signage clearly, stating name and location.
- All products are to be displayed as attractively as possible.
- Vendors are required to keep their area in a clean and healthful condition. All trash, debris, etc is to be picked up before leaving.
- Vendors will provide their own tables, bins, sacks and change money. Market Members may store items such as tables and chairs in the Market Barn if items are clearly marked with names.
- Vendors are prohibited from smoking within or near their booth or any other vendor/market area.
- Usage of electricity must be pre-approved by the Market and maybe subject to a fee.

Sales Tax:

- Vendors are responsible for collecting any state/federal/local taxes as appropriate on their sales.
- Sales tax certificate should be kept available in vendor booth.
- Non-profit groups may pay sales tax under their appropriate umbrella group.

Membership:

- To become a Member of the Tenth Street Community Farmer's Market, a signed Application Form and the appropriate fees should be received by the Board of Directors. These can be found at our website, emailed to you, or a print copy at Barton County Extension Office.
- Vendors will be notified of approval after reviewed by the Board of Directors Membership Committee.
- Members are given priority on vendor spaces and guaranteed reserved spots when assigned at events.
- Members are welcome to attend Board meetings with voting privileges and are eligible for committee positions.

General Guidelines:

- All vendors selling at this Market must agree to abide by these Rules of Operation. Failure to comply with rules may result in loss of privilege to sell.
- All Rules of Operation will be enforced by the Market Manager and/or Board of Directors, whose decisions will be final.
- All vendors must conduct themselves in a professional and courteous manner. Vendors are a direct reflection of the Market as a whole.
- Tenth Street Community Farmer's Market is not responsible for accidents or theft.