



2022 Chanhassen Farmer's Market

Rules and Regulations

www.chanhassenfarmersmarket.org
chanhassenfarmersmarket@gmail.com

Market Details

Saturday, June 4th, 2022 through Saturday, September 28th, 2022

9am-1pm

City Center Park

7700 Market Blvd.

Chanhassen, MN

Market Managers

Holly Bustle and Charlie Hansen

chanhassenfarmersmarket@gmail.com

Application process

All vendors, new and returning, must complete a vendor application.

1. Vendors & Nonprofit Organizations

Apply online at <https://www.chanhassenfarmersmarket.org/becoming-a-vendor>. After applying, the market manager will review your application within one week of receiving, and will notify you of approval or denial based on the criteria in these Rules and Regulations. If your application is approved, you will need to submit all required documentation and stall fees, as described in the Rules and Regulations.

2. Food Trucks

Email the market manager at chanhassenfarmersmarket@gmail.com if you are interested in attending a market week.

Stalls & stall fees

1. Stall information

- a. Stalls are approximately 10x10 feet in size. Stall fees listed are per 10x10 stall.
- b. Vendors may request more than one 10x10 stall.
- c. Payment of the stall fee does not guarantee product exclusivity.
- d. Limited stalls with access to electricity, vehicle access, or room for vehicles are available. Priority for these stalls will be given to full-season vendors on a first-come, first-serve basis.
- e. Stall spaces for all vendors will vary week-to-week. Priority for stall space preference will be given to full-season vendors.
- f. The market manager will assign stall spaces for all vendors. Include specific requests on your application, or contact the market manager.

2. Stall fees

All stall fees must be paid in advance and received 1 week prior to the first market date attended by the vendor. Payments can be submitted via PayPal or check. If you choose PayPal, there will be a 2.9% service fee added to avoid additional costs to the market. Alternatively, checks can be made out to “Chanhassen Farmers Market.”

Send payments to:

Chanhassen Farmers Market
 Attn: Holly Bustle
 PO box 103 Chanhassen, MN 55317

PayPal invoices will be sent out after application approval

2022 Stall Fees		
Stall fees are per 10x10 stall space		
Full-season	\$250 for 1 stall - \$400 for 2 stalls	9-17 market weeks
Weekly	\$30/week for 1 stall - \$48 for 2 stalls	1-8 market weeks

Products & Licenses

Quick Reference: What Can I Sell?	
<u>Can sell</u>	<u>Cannot sell</u>
Produce	Secondhand items
Plants and flowers	Rummage sale/flea market type items
Processed foods	Items not directly grown, harvested, or made by me (i.e. MLM or rep. products)
Prepared foods	Foods or goods I am not licensed to sell
Handmade goods	

Vendors must be actively involved in the planting, growing, harvesting, processing, and/or making of products they sell at the market. Reselling is prohibited unless I receive express permission from the market management.

ALL vendors must complete the ST-19 Minnesota Revenue Operator Certificate of Compliance Form. Additional forms or copies of licenses, certifications, or registrations may be required, depending on the type of product a vendor is selling.

1. Items that can be sold include:

a. Produce

- i. Produce must be grown by farmers on land within 50 miles of Chanhassen, Minnesota.

b. Plants and Flowers

- i. Plants and cut flowers must be grown on land within 50 miles of Chanhassen, Minnesota.
- ii. Plant sellers must grow bedding plants and potted plants from seed, plug, cutting, bulbs or bare root.
- iii. Transplanted plants must be grown to the point where the roots fill the pot (roots hold the soil when the pot is removed).
- iv. No resale of prefinished plants is allowed.

c. Processed Food

- i.** Those who sell processed food, which they have prepared. Processors are person or entities offering fresh food products (**such as meats, seafood, ciders, baked goods, jams, etc.**) that have added value to their product through some sort of “hands-on” processing (**e.g., smoked or butcher meats, handmade candies, etc.**). These include raw agricultural products that have been processed by the vendor, or any product, the sale of which a government agency regulates. Examples are **milk, cheese, oils, vinegars, meats, poultry, eggs, honey, soap, and herbal preparations.**
- ii.** Agricultural products licensed, inspected or otherwise regulated by the federal government, the State of Minnesota, Carver County, or the City of Chanhassen may be sold only upon the Farmer’s Market’s receipt and acceptance of required documentation of compliance with all regulations. Vendors must abide by all applicable federal, state, and local health regulations. In addition, they must adhere to federal guidelines on all labels.
- iii.** Processors must produce their products in Minnesota or be Minnesota based. Processed food products should use ingredients from Minnesota farms as much as possible.
- iv.** The Chanhassen Farmers’ Market shall give stall preference to processors using ingredients from Minnesota farms or waters.
- v.** All processors’ permits and licenses shall be displayed whenever a processor is selling at the Chanhassen Farmers’ Market.
- vi. If you are selling any canned, processed, or baked food items:**

- 1.** Are these items made in a licensed and inspected commercial kitchen? If yes, we require:

- a.** The name and address of the commercial kitchen

- b.** A copy of your MN Dept. of Agriculture Retail Mobile Food Handler license and/or applicable licenses

- 2.** Are these items prepared in your home? If yes, we require:

- a.** A copy of your Cottage Food Producer Registration from the MN Dept. of Agriculture.

vii. If you are selling any meat products:

- 1.** Are they USDA-inspected and approved? If yes, we require:

- a.** A copy of all applicable licenses.

d. Prepared Food (Concessionaires)

- i. Prepared food vendors offer freshly made foods, available for sale and immediate consumption on-site at the Chanhassen Farmers' Market.
- ii. Prepared food vendors should use ingredients produced in Minnesota as much as possible.
- iii. When selecting prepared food vendors, the Chanhassen Farmer's Market will encourage vendors to provide a good variety of healthy goods, and will give preferences to vendors using ingredients produced in Minnesota. Certain vendors may be restricted due to contractual obligations of the farmers' market.
- iv. Prepared food vendors shall process and maintain all required state, county, and local permits.
- v. Prepared food vendors must provide a copy of all applicable licenses.

e. Handmade Goods

- i. Goods must be made by vendors and must not be secondhand items. Preference will be given to vendors from Chanhassen.

Non-profit organizations

Registered 501c organizations may sign up for a booth at no charge once per season. They may request additional weeks at the regular stall fee price. Priority will be given to organizations that reside in Chanhassen and/or support Chanhassen. **Non-profit organizations may not sell anything.** Organization will need to provide booth supplies: tent, table, chairs, etc.

Farmers' Market Membership

1. Membership fee is included in stall fees. By becoming a member, the vendor agrees to the terms of the Rules and Regulations and the Bylaws of the Chanhassen Farmers' Market.
2. As condition of membership, the member agrees to release and hold the Chanhassen Farmers' Market, its directors, officers, agents, and employees harmless from all claims related to or arising from such membership. Chanhassen Farmers' Market reserves the right to prohibit anyone from selling at the Farmers' Market.
3. Members are expected to comply with any government regulation that may be in effect for activities that take place at the Farmers' Market. These include certification of scales, health rules applicable to samples and food display, statements about being organically grown, eggs, etc.
4. Compliance with all Health, Fire, and Police Department codes and regulations as well as state Health and Revenue Departments, and the Center for Disease Control codes and regulations is required. These agencies have the final say in any dispute in the operation of the Farmers' Market. These codes and regulations will also apply to the preparation of food on-site including food samples.
5. Vendors found to be in violation of one or more rules may be suspended from selling at the Farmers' Market.
6. Anyone who fails to comply with the Rules and Regulations or the Bylaws may have their membership terminated with no refund of dues or fees.

Vendor appearance and conduct

1. Vendors will be neat, suitably dressed (shirt and shoes), and deal with the public and fellow vendors in a courteous and appropriate manner at all times.
2. All vendors will display their products neatly and attractively, with consideration for the other vendors and public. Vendors must remain at their stall for the duration of each market.
3. Vendors are responsible for their own stalls, will supply all necessary trash containers, and will leave their site clean and in a condition suitable to the Market Manager and the City of Chanhassen. Each member will remove

containers, waste, and trimmings before leaving the market. All tables, chairs, tents, etc. will be provided by individual vendors, not the Market Manager or City of Chanhassen.

4. All vendors are responsible for providing, setting up, and taking down their own display/stall materials. Vendors must provide tent weights for any tent structure.
5. Vendors will in no way cause detriment to other vendors.
6. Space dimensions must be respected. Do not block the view of other vendors, the flow of traffic, or encroach on areas assigned to other vendors.
7. Alcoholic beverages may not be sold, consumed, or advertised at the market.
8. Vendors are required to post an identification sign in a prominent place stating the vendor name, product, and area they are from.
9. All vendors are expected to clean up in and around their stall after usage. This includes the parking lot.
10. No smoking will be allowed with-in the area designated for the market.

Arrival, departure, and parking

1. Market hours are 9:00am – 1:00pm each Saturday.
2. Arrival and setup time is 7:00am to 8:45am.
3. The first parking lot north of 78th street and vendor stalls are reserved for vendor parking, and will be closed to traffic during market hours.
4. All vendors **must be** ready for business by 9:00 am.
5. For safety reasons, the designated parking lot area for the market will be closed to **ALL** traffic starting from 9:00 am through 1:00pm.
6. Early take-down and departure before closing time will not be allowed, except in cases of rain, severe weather, or emergency.
7. Notification of market absences need to be made to the market manager by the Monday preceding the Saturday market.