

KOSSUTH COUNTY FARMERS MARKET

2018 Dates, Rules and Regulations

DATE, TIME AND LOCATION

- The Saturday market will be held May 19 through October 13 from 9 to 11 a.m.
- The Wednesday market will be held July 11 to September 26 from 3 to 5 p.m.
- The market is held on the corner of Dodge and Nebraska Streets, east of the Dairy Queen on the Carnegie Lawn.
- No selling is allowed before the start time. Out of respect for our customers, please no pre-selling. Special orders (call-ins) may be sacked, but not sold until the official start time. A bell or horn will sound to indicate the start of the market.

VENDOR FEES

The cost to be a vendor is \$50 for the season. The fee is the same if you come once or if you come every week. You may pay in advance or the first time you come to the market. All vendors must also sign a waiver to participate in the market (last page of this packet.)

Please make checks payable to: **Kossuth County Farmers Market.** If paying in advance, please mail check and waiver/form to: Joanne Roepke Bode; 2304 140th Avenue; Algona, IA 50511.

VENDOR RULES

- Vendors furnish their own tables and display items. Vendors may furnish their own canopies or small tents to provide shade or weather protection.
- Vendor spots are assigned, based on potential attendance and vendor preferences. Once you are assigned a spot, please remain in that place for the market season.
- Vendors are required to display a sign with your business name and address, city, state and zip code. This can be a handwritten sign or something you make on the computer – it doesn't need to be fancy.
- All items must be displayed up off the ground.
- Crafts are allowed, but garage sale and flea market items are not.
- Area should be kept clean and free of litter. Do not drive or park on the grass. It is not our property!
- Vendors are not allowed to bring any pets or animals to the market.
- No smoking, tobacco use or alcohol is allowed by the vendors during market hours.
- All produce sold must be grown in the state of Iowa, if you plan to accept WIC/Senior checks for it.
- All baked goods must be homemade and follow the list of guidelines under regulations.
- Complaints against any participants/vendors should be submitted to the market manager for investigation. Vendors failing to comply with the rules and regulations will be given up to two warnings. If a third incident occurs, the vendor will forfeit his or her privileges as a market participant and will not be allowed to attend future markets.

TAX PERMITS

An **Iowa State Sales Tax Permit** is only required for selling non-food items such as cut flowers, green plants, crafts, etc. For more information visit: <http://www.iowa.gov/tax/> Look for a link “Apply for a Permit”

WIC CHECKS/FARMERS MARKET NUTRITION PROGRAM

Vendors accepting **Iowa Farmer’s Market Nutrition Program** checks (WIC and Senior certificates) must be certified IFMNP vendors and openly display their official sign with permit number with current sticker. Iowa rules state that certificates can only be accepted during official market hours. If you are not certified to accept WIC Farmers Market Nutrition Checks please **do not accept them**.

For more information about certification, visit <http://www.iowaagriculture.gov/>. Go to Regulations, then Farmers Market Nutrition Program. Our market is listed under **Kossuth County**, not under Algona. For specific questions contact Stephanie Groom, at the Iowa Department of Ag and Land Stewardship Call 515-725-1179 or email: Stephanie.groom@iowaagriculture.gov.

ITEMS YOU CAN SELL AT THE MARKET

According to regulations from Iowa Inspections and Appeals Food and Consumer Safety Bureau, the following products may be sold at the market without additional licensing by the vendor:

- **Fresh Fruits and Vegetables** which are whole and uncut
- **Bakery products** which are not potentially hazardous. This includes breads, cakes, doughnuts, pastries, buns, rolls, cookies, biscuits and pies (some specific types of pies are not allowed.)
- Baked goods that **CAN NOT** be sold include meat pies, soft pies, custard-filled and cream-filled products. A binder with ingredients of baked goods offered must be available onsite. All baked goods must be labeled with the following information:
 - Common name of the food
 - Name and address of the person who prepared the food.
 - Allergen information: Peanuts, Soybeans (not refined soybean oil), Milk, Eggs, Tree Nuts (almonds, pecans or walnuts) and Wheat.
- **Honey**
- **Non-potentially hazardous food products**, such as jams, jellies, candy and dried noodles. Jams and jellies are the only home-canned items allowed. Only jams and jellies that meet the Standard of Identity for jams and jellies specified in [21 CFR Part 150](#) are exempt from licensing. Pepper jams and jellies are not allowed.
- **Dried herbs, dried and cut flowers, and plants**
- **Homemade craft items**
- **Fresh shell eggs** – please keep eggs cooled to 45 degrees during the market

PRICING YOUR PRODUCT

It is important to determine a fair price for your product. Radical price cutting of quality produce is not recommended. If a product isn’t good enough to sell, please leave it at home. No free or giveaway items are allowed. If you have too much product and no place to take it, consider donating it to the Kossuth County Food Pantry. They gladly accept quality food and produce.

ITEMS REQUIRING ADDITIONAL LICENSES

The following products may not be sold at a Farmers Market without appropriate licensing from local, state or federal authorities. Vendors must be able to show a valid and current license in order to sell these products at the market. Visit this website for more information about licensing: <https://dia.iowa.gov/food-consumer-safety/food-safety-license-applications>

- **Meat, poultry and dairy products.** These items are considered potentially hazardous food products (foods that require temperature control). Frozen or refrigerated meat can be sold if the proper inspections and licensing is in place. Vendors who wish to sell meat must obtain a Mobile Food Unit or Farmers Market license. For more information specific to meat and poultry call Janis Hochstetler of the Meat and Poultry Inspection Bureau through IDALS at 515-281-5321 or Email her at: Janis.Hochstetler@iowaagriculture.gov
- **Home style canned goods.** With the exception of fruit based jams and jellies that meet the Standard of Identity for jams and jellies specified in 21 CFR Part 150, no “home style” canned goods can be sold at farmers markets, since food in a hermetically sealed container shall be obtained from a licensed food processing plant. Home-canned pickles and salsa are not allowed. Visit this link for more info on jams, jellies, etc: <https://www.accessdata.fda.gov/scripts/cdrh/cfdocs/cfCFR/CFRSearch.cfm?fr=150.160>
- **Cut or prepared produce,** such as half a watermelon. This requires a hazardous food product license. This does not apply to samples.
- **Homemade flavored vinegars** and/or oils or herb-vinegar mixtures
- **Wild Morel mushrooms** – Wild Morel mushrooms can only be sold at a Farmers Market if the seller obtains a Farmers Market Potentially Hazardous Food License or a Mobile Food license. Each Morel mushroom must be inspected and found to be safe by a certified Morel mushroom identification expert. (Iowa State University offers a certification course each spring.) The seller of the Morel mushrooms must keep a record for 90 days from the date the mushrooms were purchased with the following information: name, address and telephone number of the certified Morel expert, a copy of the Morel expert’s certificate of completion of the course (including the date) and the quantity and date of Morel mushrooms purchased.

LOCAL PROMOTIONS & COUPONS

The Kossuth County Farmers’ Market offers a limited number of coupons to local organizations, some of which are donated and others of which are purchased. Vendors who receive a coupon from a customer may redeem these specific coupons with the market manager. It is preferred that coupons are held for redemption until the end of the season, or at least until more than one coupon has been received.

VENDOR BOOTHS FOR NON-PROFITS AND BUSINESSES

A vendor spot at the Kossuth County Farmers Market is available for free to non-profit organizations as space allows. Examples might be the Boy Scouts selling popcorn, church bake sale, RAGBRAI, etc. A for-profit business may host a booth for a one-time fee of \$50. This fee allows the business to come anytime during the farmers market season as space allows.

RESOURCES FOR VENDORS:

Jams and Jellies Information and Rules:

<http://www.accessdata.fda.gov/scripts/cdrh/cfdocs/cfCFR/CFRSearch.cfm?CFRPart=150>

IDALS – Iowa Department of Ag and Land Stewardship:

<http://www.iowaagriculture.gov/>

FOOD SAFETY AND FSMA

Link to the whole document: <https://www.fda.gov/Food/GuidanceRegulation/FSMA/ucm304045.htm>

ISU Extension resources for food safety: <https://blogs.extension.iastate.edu/iowagap/resources/>

SUPPORT AND EDUCATION FOR LOCAL FOODS

The following organizations support education and training opportunities for Iowa farmers. Check out various conferences, field days, resources and networking opportunities:

Iowa Fruit and Vegetable Growers Association: <http://www.ifvga.org/>

Practical Farmers of Iowa: <http://www.practicalfarmers.org/>

Healthy Harvest of North Iowa: <https://www.healthyharvestni.com/>

KOSSUTH COUNTY FARMERS MARKET VENDOR APPLICATION

Name: _____ Farm/Business: _____

Phone: _____ Email: _____

Mailing Address: _____

Web/Facebook page: _____ WIC/Senior Checks? Yes No

What items do you plan to bring to the Kossuth County Farmers Market? Please check all that apply.

- Produce
- Meat
- Baked goods
- Bedding plants
- Crafts
- Flowers
- Other: _____

What months do you plan to attend the Kossuth County Farmers Market? Please check all that apply.

Saturday

- May
- June
- July
- August
- September
- October

Wednesday

- July
- August
- September

Please see the attached market map and list three spots you would like, in order of preference.

First choice: ____ Second choice: ____ Third choice: ____ No preference: ____

WAIVER OF RESPONSIBILITY

- The undersigned vendor at the Kossuth County Farmers Market will not now, or in the future, hold the Kossuth County Farmers Market responsible for any loss or damage to person or property that might occur during or as a result of the market.
- I have read the Kossuth County Farmers Market rules and regulations for vendors and agree to abide by these rules.
- I understand that if I fail to comply with the rules, my privileges as a vendor may be terminated.

Signature: _____ Date: _____

*Completed form and vendor fee of \$50 can be brought to the first market you attend, or sent in advance to: Joanne Roepke Bode, 2304 140th Avenue; Algona, IA 50511.
Please make checks payable to the Kossuth County Farmers Market.*