

KOSSUTH COUNTY FARMERS MARKET

2021 Dates, Rules and Regulations

DATE, TIME AND LOCATION

- The Saturday market will be held May 22 through October 9 from 9 to 11 a.m.
- The Wednesday market will be held July 7 to September 15 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. If the vendor chooses, special orders (call-ins) may be sacked in advance, 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 \$75 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 BOOTHS FOR NON-PROFITS AND VISITING BUSINESSES

A limited number of vendor spots at the Kossuth County Farmers Market are available for free to non-profit organizations, as space allows. Examples might be the Boy Scouts selling popcorn, church bake sale, etc.

A for-profit business may host a booth at the market for \$75. Checks can be made payable to the Kossuth County Farmers Market. The usual vendor rules and regulations apply.

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 the business name and address, city, state and zip code. This can be a handwritten sign or something you make on the computer.
- All food 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 pets or animals to the market.
- No smoking, tobacco use or alcohol is allowed by the vendors during market hours.
- If you plan to accept WIC/Senior checks for fresh produce, it must be grown in Iowa.
- 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.

COVID-19 UPDATES: In 2020, new rules and regulations from the State of Iowa and the Iowa Department of Public Health were implemented at farmers markets and changed throughout the season. To protect the health of our customers and vendors please practice healthy habits while at the market, including staying home if you are ill. If a vendor has been diagnosed with COVID-19 or is in quarantine due to a COVID-19 exposure, please do not attend the market.

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"

FARMERS MARKET NUTRITION PROGRAM

Vendors accepting **Iowa Farmer's Market Nutrition Program** checks (WIC and Senior certificates) for fresh produce items must be certified and display their official sign with permit number with current sticker. Training sessions are offered each spring. Growers must attend a training session every three years to be certified.

To become a certified vendor in the FMNP, a grower is required to:

- reside and grow eligible foods within Iowa or in a neighboring state in a county adjacent to Iowa's border;
- be 18 years of age or older and submit a completed and signed certified vendor application and agreement to the department;
- participate in training on FMNP rules and procedures through attendance at an entire session of one of the six scheduled training meetings conducted by department staff;
- indicate intent to participate in one or more authorized farmers markets/farm stands for a majority of weeks of the market season.

If you are not certified to accept WIC Farmers Market Nutrition Checks please **do not accept them, as you won't be able to cash them.** Visit <http://www.iowaagriculture.gov/>. Go to "More" from the top menu, then "Programs," then Farmers Market Nutrition Program. When signing up as a vendor, our market is listed under **Kossuth County**, not under Algona. For more information or assistance from IDALS with this program, contact Paul Ovrom at 515-242-6239 or email paul.ovrom@iowaagriculture.gov or John Krzton-Presson at 515-725-1179 or email john.krzton-presson@iowaagriculture.gov.

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 for payment from the market manager.

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 (meat pies and other specific types 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 at your booth (ingredients only, not the entire recipe). 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:** Eggs must be kept at 45 degrees during the market. Used egg cartons are permissible if you cover up the name of the company on the packaging with your own label.

ITEMS NOT ALLOWED WITHOUT ADDITIONAL LICENSES

The following products may not be sold at any Iowa 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 or cooked foods (cooked foods are separate from baked goods).** These items are considered potentially hazardous food products (foods that require temperature control for food safety reasons). 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 the Meat and Poultry Inspection Bureau through IDALS at 515-281-5321.
- **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. Home-canned pickles and salsa are not allowed.
- **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 following criteria is met:
 - Each Morel mushroom must be inspected and found to be safe by a Certified Morel Mushroom Identification Expert.
 - The seller of the Morel mushrooms must keep a record for 90 days from the date the mushrooms were purchased following information;
 - The name, address and telephone number of the certified Morel mushroom expert
 - A copy of the Morel mushroom identification expert’s certificate of successful completion of the course, containing the date of completion and
 - The quantity of the Morel mushrooms purchased and the date(s) purchased;
 - The seller must obtain a Farmers Market Food Establishment License or a Mobile Food Unit License.
 - A Consumer Advisory shall inform consumers by brochures, deli case or menu advisories, label statements, table tents, placards or other effective written means that wild mushrooms should be thoroughly cooked and may cause allergic reactions or other effects.
 - Iowa State University offers the Morel Mushroom Certification course each spring.

LICENSE YOUR SCALE

Do you weigh your produce before selling it? IDALS recommends a NTEP approved scale, and getting your scale licensed by the Iowa Weights and Measures Dept. There is a modest fee for this. For more information, contact Ivan Hankins at 515-725-1492 or Ivan.hankins@iowaagriculture.gov.

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/>

2021 KOSSUTH COUNTY FARMERS MARKET VENDOR APPLICATION

Name: _____ Farm/Business: _____

Phone: _____ Email: _____

Mailing Address: _____

- Are you a certified vendor able to accept Farmers Market Nutrition checks? Yes No
- Do you accept online payments at your vendor stand? Yes No
- May we share your contact information with customers? 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
- Honey
- Jam/Jelly
- 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

New vendors will be assigned a vendor spot at the market. **If you are a previous vendor, would you like the same location as last year?** Yes No

If no, what other locations would you like: _____

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 \$75 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.