

NEW ULM FARMERS MARKET ASSOCIATION

2024 RULES AND REGULATIONS

1. The Market shall be known as the *NEW ULM FARMERS MARKET ASSOCIATION*.
2. The Market will be open every Thursday afternoon and Saturday morning during the season. Thursdays begin June 20, 2024 and Saturday mornings begin June 22, 2024 and end October 5, 2024. Hours will be 2:30 p.m. to 5:30 p.m. on Thursday afternoons and 9:00 a.m. to 12:00 p.m. on Saturday mornings (holiday observance may be excluded). The season and hours may be extended by the Steering Committee and/or Market Manager. The Market will be located in the parking lot of A to Zinnia and 1st South Street downtown New Ulm.
3. Products which may be offered for sale include fruits, vegetables, eggs, honey, meats, flowers and other agricultural products and crafts approved by the Market Manager. Cottage food (baked goods, canned goods, pet treats, etc) must be labeled and sold in accordance with the MN Department of Ag rules. This includes, having signage that reads "These products are homemade and not subject to state inspection." Meat vendors must have all applicable licenses to sell their products at the farmers market and must provide their own mechanical or electrical freezer and/or refrigerator equipment to align with MN Department of Ag regulations. Live animals may be advertised at individual booths but will not be allowed in the market area. Any and all products not explicitly stated here that are subject to MN Dept of Ag regulations MUST follow all regulations set forth by the MDA.
4. No vendors will be allowed to resell purchased food products or crafts. If the Market Coordinator or Manager suspects any wrongdoing, they will approach the vendor with a first-time warning. If the action continues on the same or successive selling days, the Market Coordinator or Manager may ask the Association to remove the vendor from the market indefinitely.
5. Vendors may pull into their selling spaces beginning at 1:30 p.m. on Thursdays and 8:00 a.m. on Saturdays. All vendors must be in place a minimum of 15 minutes prior to the market start time. After that time, vendors will not be admitted for that day.
6. Vendors may not sell items prior to the opening bell. No money (payment) may be exchanged prior to the ringing of the opening bell. The Market does not allow layaway on produce and/or pre-bagging.
7. The Market allows CSA vendors to sell at the Market as long as they are selling Farmers' Market produce during the hours of the Market.

8. Selling space(s) will be assigned on a first-come basis on market afternoon or morning. All vendors must be in place by 2:30 p.m. or 9:00 a.m. Vendors are required to remain in their selling spaces until 5:30 p.m. or 12:00 p.m. or until given permission to leave by a market rep.
9. In the event of a large number of vendors needing selling space, the Market reserves the right to temporarily move a vendor's selling space to fill any open spaces. The goal of this is to respect the market's and nearby business' parking space availability.
10. Additional Market Rules
 - Vendors may set up one hour prior to the Market.
 - Vendors must read and sign rules form.
 - Eggs must be sold out of electrical or mechanical devices.
 - No animals of any kind may be sold at the Market.
 - Any vendor selling organic produce must give New Ulm Farmers Market Manager a certificate for the Market files.
11. Each vendor will keep his/her market space clean during and after the Market.
12. Tables, scales, change, bags, and advertising signs are to be provided by each vendor. Each vendor determines his/her own price. Sales tax, if applicable, is the responsibility of each vendor. Those vendors to whom sales tax applies must furnish the Association representative a copy of their sales tax identification number via the ST19 form.
13. The Association will charge a fee of \$25 Chamber Members / \$30 non-members / \$10 Junior (vendor 18-years or younger) annually to all market vendors.
14. The Market fee is \$10/Chamber Member or \$15 non-member for up to 10' selling space, \$15/Chamber Member or \$20 non-member for up to 20' space, and \$20 Chamber Member or \$25 non-member for up to 30' space each day of the market. All vendors must purchase a minimum of one space each day they attend the Market. The fee is payable to the Market Manager/ Association representative at the start of each day of the Market. Checks are to be written to New Ulm Area Chamber of Commerce.
15. Vendors are asked to give a 2-hour notice to the Market Manager or Chamber of Commerce if they will not attend the market, if they are a regular vendor at the Thursday afternoon or Saturday morning market. This is necessary for allocating selling spaces.

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16. The New Ulm Farmers Market wants to emphasize having a 'mature' atmosphere at the Market. Whining, complaining, failure to abide by the rules and disrespect of the staff of the Farmers' Market will result in removal of that vendor from the Farmers' Market...without refund!
17. The Association reserves the right to cancel the privileges of any vendor who, in the opinion of the Steering Committee and/or Farmers' Market Manager, has willfully violated the rules and regulations governing the Market.
18. The Market will be held rain or shine during the selling season. Vendors will pay the regular selling fee, rain or shine.
19. No food sampling is allowed at the Market...unless done according to the state of Minnesota Farmers' Market Guidelines.
20. Advertising for the Market will be provided by New Ulm Area Chamber of Commerce at the discretion of the Chamber. The Chamber will manage a rebranding effort in 2024, including a new logo, new signage, and a new website: www.newulm.com/farmersmarket. Advertising efforts in 2024 will include: KNUJ, The Journal, Chamber's email newsletter, social media, the Citizens Bank MN Message Center and newulm.com. Notice of Market days, hours, and schedule of special events will be at www.newulm.com/farmersmarket and all advertising efforts will drive traffic to that site.
21. Membership in the Association is valid for one year from execution unless terminated under the provisions of the Associations Rules & Regulations.
22. All vendors of the New Ulm Farmers Market must fill out and sign the ST19 Form "Operator Certificate of Compliance" indicating their Minnesota tax ID number or indicating that the merchandise they sell at the market is nontaxable. These forms must be kept on file by the Market Manager.
23. All vendors selling food must have a Cottage Food Law Certificate from the Minnesota Department of Ag. on file with the Market Manager. Regulations described in the Minnesota Cottage Food Law will be enforced.