

Haysville Hometown Market Vendor Rules 2009

Farmer's markets and market vendors are subject to inspection by the Kansas Department of Agriculture (KDA) and KS Department of Health and Environment (KDHE) and must follow their regulations for food safety: Guidelines for Food Sales at Farmers Markets. (www.ksda.gov)

1. Vendors at the market are selling fresh produce, crafts or baked goods grown or made themselves or by members of their families or companies. The market has high-quality standards for produce. All foods while on sale or display are required to be effectively protected from contamination.
2. Homegrown produce is the heart of the market and is always welcome...
 - a. ...provided that any use of pesticides in their production complied with label directions.
 - b. Lettuce and other salad greens may never be bagged in advance. It must be brought in bulk and bagged at time of sale.
 - c. If other produce is bagged for customer convenience, vendor must post a sign to "wash before using"
 - d. Vendors should provide a reasonable estimate of the weight of produce.
 - e. Produce must be sold whole. Produce may be displayed with plastic wrap, but not sampled.
 - f. Vendors should have adequate cash/coins to provide change and should provide sacks, or packaging for customers.
3. High quality jams and jellies are always welcome. Home-baked goods that do not contain potentially hazardous fillings or toppings are welcome. (No items containing cream, meringue or custard are allowed.) Potentially hazardous foods are foods that consist of milk or milk products, eggs, meat, poultry or fish. If you wish to sell one of these items you must be in compliance with rules and regulations set forth by the Kansas Department of Agriculture. If you have any questions about this please contact the Market Supervisor at 529-5922.
 - a. Jams, jellies and baked foods must contain complete labels, including the common name of the product, the name and address of the producer, all ingredients and any common allergens such as peanut butter or nuts.
 - b. No other packaged foods may be sold without proof that they are prepared in a KDHE-certified food preparation station.
 - c. If a tomato has been split, cut, juiced, blended or in any way processed, it may not be sold. No salsas, sauces, salads or condiments, fresh, frozen or canned are permitted (unless prepared in a KDHE-KSDA certified food preparation station.
4. Sales of frozen meats are allowed if from an inspected source, labeled properly and maintained frozen.
5. Fresh meat, fish or dairy products are prohibited.
6. Clean, fresh farm eggs may be sold if maintained 41 degrees F. Egg producers should register with Kansas Department of Agriculture.

7. Vendors should keep their sales area neat and clean and attractive.
8. Vendors are not to use tobacco products at their stands.
9. Vendors are responsible for their own sales tax or any applicable licensing, permits and liability insurance. To get a sales tax number, contact the State of Kansas Sales Tax Division at: (785) 368-8222.
10. Each vendor must have a sign with their company name and/or vendor name prominently displayed.
11. Produce and other items for sale should be clearly priced. Produce may be sold by weight, volume or count. Vendors have the responsibility to establish prices at a fair market level.
12. No sales are permitted before 8am. Vendors are to arrive at least 15 minutes before the start of the market and stay until sell-out.
13. Vendors of commercial products that are not homemade/homegrown may be allowed to have a booth only after approval from the Market Supervisor.
14. Vendors are responsible for cleaning in and around their booth at the end of the day and placing trash in appropriate receptacles. Vehicles used in the transportation of produce for the market shall be clean with no solid waste or foreign matter on the vehicles or in the truck bed.

The Haysville Hometown Market reserves the right to cancel any contract due to failure to comply with the given rules.

Haysville Hometown Market Vendor Guidelines 2009

- 1.) Applications and vendor fee must be submitted along with a clear description of all products to be sold.
- 2.) Booth space in the paved Market area is approximately 10'X10'.
- 3.) Booth spaces are on a first-come, first-serve basis.
- 4.) Paved Booths will have one electrical outlet available, so plan accordingly
- 5.) Vendors may sell ONLY what has been approved on the application, unless the Market Supervisor has been contacted prior to selling date AND approval has been given.
- 6.) Vendors are responsible for providing and setting up tables, chairs, booths and product display. You may provide your own shade or tent as long as it fits within the assigned Booth area

(Form Modified 2-24-09)