

Etna Farmers Market 2023 Rules and Guidelines (revision 2023)

The Etna Farmers Market is a Certified Farmers Market operating under the regulations of the California administrative code, Title 3, Group 4, Article 4.5.

Etna Farmers Market mission statement: *To create an opportunity for Siskiyou County producers/growers to sell their local products and fresh produce directly to consumers and provide locally grown food and products to our community.*

The Etna Farmers' Market is open to:

1. Certified Growers and Producers from Siskiyou County, selling premium produce at fair-market prices
2. AB 1616 Certificate holders (Cottage Food Industry).
3. Crafters holding a California Seller's Permit.
4. Prepared Food vendors. (Prepared Food Vendors must obtain a Temporary Food Event certificate from the Siskiyou County Health Department.)

All vendor booths and membership fees are deposited in an Etna Farmers Market Bank Account at Banner Bank. Market members may request a year-end financial report.

Time and Location of Markets: Saturdays 10:00 am till noon (2023 season is from May 20 until Sept 24th. October dates are optional with the last date being Oct 14th.)

Market Fees:

- Yearly membership \$15.00.
- Weekly booth fee of \$10.00
- \$12.00 If operating both certified and non-certified commodities in the same booth.
- Membership fee of \$15.00 due April 1, 2023.
- Booth fees may be paid in advance or on each market date
- Make checks payable to "Etna Farmers Market"

Mailing address: Etna Farmers Market, P.O. Box 463, Etna, Ca 96027

Location of Market: Scott River Watershed Council Property 514 St. Hwy 3 Etna, Ca

Market Season: May 20th thru Oct 14th. Featuring "Starts" on May 20 & 27th and including all produce and products

Market Guidelines:

- The Etna Farmers Market Opening and Closing is managed by the Vendors or community volunteers.
- All booth setup and post-clean-up are completed by the vendors or community volunteers.
- The acting Manager coordinates all needed activities to operate the market.
- If you are sick, please stay home.
- Customers can enter the market at 10:00 am.
- Please sanitize the bathroom upon entry and exit.
- Vendors with prepared foods must have a Temporary Food Event Permit with the Siskiyou County Health Department.
- Vendors, please reserve your booth space seven days before each Market Date.
- Adopt Trash in/Trash Out protocol.
- All vendors complete their booth set up and take down within their own family or team. Assisting each other is encouraged and a personal choice.
- **Vendor vehicles park in booth location by 9:45 AM (due to insurance and safety)**
- Certified (Department of Food and Agriculture) and Non-Certified (i.e., cottage food, lotions, essential oils, bread, coffee, juices, prepared foods) must be separated with different tables and signage inside your booth.
- The weekly **Load list** is to be completed by all vendors.

- We will continue to offer CalFresh (SNAP), WIC (Women, Infant and Children) and SFMNP (Senior Farmers Market Nutrition Program) benefits. Produce Vendors are encouraged to obtain their WIC certificate. Please call the market Manager for further information or visit the website for further details at etnafarmersmarket.org
- If you have customers that need to purchase goods before 10:00 am, that transaction may take place outside of the entrance to the market.
- Please sign, date, and return this document by April 1, 2023. Thank You

Each vendor's location will be determined by first come, first serve policy, unless after the USDA inspection they determine a different vendor location set up is needed. A typical space is approximately 10 feet by 10 feet. Producers must provide their tables, chairs, awnings, and other equipment necessary for the display and sale of produce. It is at the discretion of the market manager to determine early closure times for market vendors. Please have your booth set up before the market opens at 10 am. It is encouraged that growers bring enough produce to stay until the end of the market. Producers are responsible for removing all items and leaving their space clean at the end of the market. *New this year is a storage shed where you can leave your canopies, umbrellas and tables for the duration of the market season.*

Governance/Management: The manager and President for the 2023 Farmers' Market is: Shirley Johnson 530 598 3185 etnafarmersmarket@gmail.com. The manager will be responsible for reviewing producer certificates, collecting fees, and ensuring compliance with Etna Certified Farmers' Market Guidelines. The market manager is a volunteer position with a waived booth fee, supported by an executive committee of Michele Ponsford (Secretary), Tory Ponsford (Treasurer), Penny Wells-Thomas, and Jill Kaplan.

If you are interested in participating at the management level, please let us know.

Suspension or Removal of Producer from the Market: A producer may be suspended or removed from the market or have selling privileges in the market conditioned, modified, or limited by the Market Manager and a panel of three certified producers for failure to conform to state, local government or market rules and regulation; causing unsafe or unsanitary conditions at the market; unreasonable or outrageous conduct considered detrimental or prejudicial to the purposes and interest of the market; behavior that obstructs any other vendor's commerce or ability to transact business at the market. If you are a certified grower required by the Etna Farmers Market, **ALL** produce you sell in your booth must be grown by you at the site locations listed on your Certified Producer's Certificate. (see exception below)

ONLY exception listed here: *The Etna Certified Farmers' Market will allow a Certified Producer or his/her employee to sell for up to two other certified producers. The agricultural products must be separated and identified by each producer's valid certificate. Prior to sale, the market manager needs a written authorization verifying the authority of one producer to sell for another listed on your Certified Producers Certificate. Those additional certified producers must be members of the Etna Farmers Market at \$15.00/per year, pay a weekly booth fee of \$10.00, and submit a weekly load list.**

County Fees, practices, and forms for Growers:

Certified Producers Form ... \$25.00/fee per year, which you can complete online at <https://www.co.siskiyou.ca.us/agriculture/page/certified-farmers-markets> or completed by hand and delivered to **the Agriculture Department (located at 525 S. Foothill Dr. Yreka, Ca 96097 (530) 841 4025)** You will need two copies of your certificate...(one for the Market Manager and one you display in your booth)

The Certified Producers Form will require you to provide a list of all varieties of crops to be sold at the market along with a projection of quantities to be sold. If fruit, nuts, vegetables, shell eggs, honey, flowers and nursery stock are listed on the Certified Producer's Certificate, they can be sold at the Certified Farmers' Market. If items have been processed from commodities listed on the Certified Producer's Certificate, they can be sold at a certified Farmers' Market.

Vendors must conspicuously post signs or banners at their booth that :

- a. Identify the name of the farm or ranch
- b. Specify the location of their farm or ranch
- c. Declare "We grow what we sell" (or equivalent statement)
- d. List prices for all products with large lettering

Packaging/Labeling of Produce: If using a scale to sell produce it must be a type-approved scale certified through the CDFA Office of Weights and Measures. If closed containers of produce will be sold, the grower must label them with the name of the product, growers' name, and quantity (weight, volume, or count). Certified Organic Producers may label their product as 'Organic.' The Etna Farmers' Markets' goal is to provide a venue for the public to buy healthy food. The market supports pesticide-free, non-GMO products. With this in mind, there will be a list of organic and non-GMO seed vendors available to certified producers. In the interest of public education and choice, please identify all GMO products as such.

All meat, including fish and poultry, must be transported, stored, and displayed at or below 41 degrees F.

The Market needs your cooperation in setting up and taking down on market days. Please agree to do one of the following:

- Put up at the beginning of the market and secure in place at the end of the market the umbrellas on the stage and over the seating benches.
- Set up entry way at the beginning of the market and put away at the end of the market the Orange Stands with the "when we open sign"
- Set Up at the beginning of the market and take down at the end of the market the Children's Area which includes a Pop Up, a Bamboo carpet, a couple of tables, books, puzzles and games.
- Put up and take down the Flag that flies on the hillside next to the road.
- Make sure the bathroom is clean before and after the market.

Please invite your favorite musicians to provide us and our customers with their talents. At this time they play for us out of the generosity of ourselves and the market \$25.00 tokens. We are now a non-profit and if you or someone you know wishes to donate to support these musicians, the donations are tax deductible.

Please help support Market compliance. No Pets or Smoking

Please sign and date _____

Mail to: Etna Farmers Market, P.O. Box 463, Etna, Ca 96027

or email to: etnafarmersmarket@gmail.com