

2016 Cache Valley Gardeners' Market Info and Guidelines

**Rain, snow or shine CVGM can be found
Saturdays May 7th through October 15th from 9 a.m. until 1 p.m.
199 North Main St. Logan Utah**

Application Due Date – 1 April 2016

About Cache Valley Gardeners' Market

The mission of Cache Valley Gardeners' Market is to educate consumers about sustainable agriculture and healthy foods, provide a source of revenue for local farmers and artisans, and create a vital community gathering place for all ages. Our Market showcases locally homegrown produce, fine arts and handmade crafts. In support of this mission, we will:

- Foster commercial and educational relationships between our vendors and city-dwellers;
- Serve as a small business incubator for local Small Family Farms, artisan food producers, and craft artisans;
- Enhance the region's quality of life by encouraging environmentally sound agriculture and access to local, healthier foods.

Cache Valley Gardeners' Market was founded over twenty years ago by a handful of people and a card table. We prefer to be called a Gardeners' Market rather than a Farmers' Market to help the people of our community realize that we are here not only for the Small Family Farm but for the backyard gardener, selling the extra produce from their own gardens.

The original vendors, meeting at the parking lot on Federal Avenue, realized they needed to organize to survive.

Sustainable Agriculture Association of the Bear River Areas (SAABRA) was formed in October of 2001 as a 501 (c) 3 non-profit corporation to organize citizens and professionals throughout the Bear River Region into a structure to support and enhance sustainable agriculture in our area and throughout Utah and Southern Idaho. CVGM was started as a function of SAABRA to provide a venue in Cache Valley to give farmers a place to sell.

The market never caught on until it moved to Garff Gardens, where it blossomed into a favorite Saturday morning gathering spot. Originally a produce-only market, in 2003 crafts and live music were added. Growing quickly and needing to find a new home, the 2006 season found it a block east from Garff Gardens at Pioneer Park.

Originally thought to be temporary until a permanent home could be found, the park quickly became a favorite to both vendors and customers alike. The only negative side was the rolling hills made it difficult for set up and getting around for our older and handicapped customers. July 2008 found us pulling up canopy stakes and moving across the street for flatter land – to Merlin Olsen Park. Logan decided to widen the road and once again we were on the move. This time to Horseshoe Park at Willow Park. Eventually, we were invited to move to the Downtown Historic Courthouse Location.

The Cache Valley Gardeners' Market has undergone astounding growth since its' opening. In 2014, we added a successful Farm to Table Banquet to our calendar. This event acts as a fundraiser to help support the market. Local chefs, using ingredients provided by many of our local farmers, creates an end of season meal for the community to come and enjoy.

Saturday mornings still finds a vibrant community of people shopping, listening to music, visiting and having fun. The Market today is not only the best place in town to find fresh, locally grown produce, our customers can also stroll through a weekly Fine Arts and Crafts Fair, while sipping on fresh-squeezed lemonade and eating fine pastries.

Who can sell at Market?

Cache Valley Gardeners' Market is a function of the Sustainable Agriculture Association of the Bear River Area (SAABRA), a Utah non-profit organization.

It is Cache Valley Gardeners' Market's goal to help create a sustainable Cache Valley. It is also the goal of CVGM to support local farmers, artisanal food producers and arts and crafts vendors. In keeping with these goals, all products must be grown, raised, produced, prepared, handmade, and gathered by the vendor within 50 miles of Cache Valley Gardeners' Market (199 North Main Street). Priority is given to residents of Cache County and Small Family Farms. Market growth and customer base changes from year to year. Approval for current market season does not guarantee yearly approval. The need for vendors living outside the boundaries will be re-evaluated and considered by the Cache Valley Gardeners' Market Advisory Committee as needed, year to year.

The Cache Valley Gardeners' Market has the right to approve, refuse, and limit products to be sold. Vendors must request approval from the Market Management Team before adding additional product during the season.

Types of Vendors, Applications and Fees

A nonrefundable application fee is required to be paid in full before full acceptance at the Market.

Returning Vendor – By April 1st due date: **\$20**. After due date: **\$30**.

New Vendor – Before April 1st due date: **\$30**. After due date: **\$30**.

PLUS

The Market is a combination of the following Categories: (Online fees follows)

- **Farmer/Grower** – category for non-taxable, raw, unprocessed produce, plants and flora raised within 50 miles of CVGM (199 North Main Street). Also includes frozen meat, honey, dairy, and eggs. No reselling is allowed; products must be raised on the applicant's farm.
Daily \$10 Yearly (24 weeks) \$220
- **Arts and Crafts, Mixed Produce, Non-hot, bakery and Packaged Food** – **taxable food category**. Also includes jams, and other products if the base ingredients of the product(s) came from items raised on the applicant's farm.
Daily \$15 Yearly (24 weeks) \$320
- **Hot food** – Prepared food vendors cook and serve on site for immediate consumption. Fire Department spacing.
Daily \$20 Yearly (24 weeks) \$440
- **Junior Vendor** – **Daily** – (oldest child under 12) **\$1.00**. (over 12 and under 16) **\$5.00**. **Send email to sign up.**
- **Specialty/Visiting/Storefront Vendor**: By invitation only. See Market Manager.
Daily \$35. Monthly (4 weeks) \$100. (non-consecutive)
- **Truck Vendor**: Produce vendors who bring single types of produce such as corn, melons, pumpkins, squash, peaches, apples, etc. By invitation only. See Market Manager.
Daily \$30 Week. Four consecutive week market pass minimum - \$100.
- **New Vendor Program fees (fees not refundable after 7 May 2016)**
"New Vendor" Program – New non-produce will only be accepted into CVGM on a trial basis. New Vendors **MUST** personally attend market – no substitutes allowed. This program replaces vendors being juried. At the end of the block period, the CVGM Advisory and Management Committees will decide if the new vendor can continue to attend. Being in the new vendor program one season does not guarantee automatic acceptance as a weekly vendor the following season.
Four Week Approval – Yearly Application Fee plus – "Monthly" fees for your category:

Half space sites - \$6.00 – assigned by Market Management for smaller vendors or older children. No Canopies allowed. Email us for info.

Payment is due by Noon – Thursday before Market. All pre-paid vendors missing the Thursday noon cut off will no longer be assigned a space. Set up will be allowed first come/first serve in the overflow area. Additional \$5.00 fee.

You should receive a placement email by 4pm on Friday.

Vendor Spaces

Weekly Space assignment -The Market Manager assigns spaces as needed to create and maintain the market flow. With

approval to expand towards Main Street, we will be experimenting again this year for the best set up. Please be patient. With this in mind, she may assign the same space each week to the same vendor or move vendors around to improve problem areas. To qualify for a pre-assigned space, vendors must:

- Be signed up as a monthly, half year or Yearly Vendor
- Request a space, not reserved by another vendor.
- Pay for the space by noon Thursday, before the next market.

Most spaces are approximately 10'x10'. The size of each space varies depending on the location of trees, poles, sidewalks, and other permanent fixtures.

Email addresses: Updates and vendor information will be sent to the email address provided on the application. It is the vendor's responsibility to retrieve and read all communication from the Market Manager prior to market day. Please do not unsubscribe from the program we use for this purpose.

- **Cancellations** Contact Market Management via phone or email no later than **6:00 PM, Thursday** prior to Saturday's Market. If a cancellation is made after that time, then a \$5.00 late will be applied. **Unforeseen emergencies will be taken into consideration when applying the cancellation policies.**
- **Late Arrival** Reserved spaces will be guaranteed until 8:30 AM. After this time, vacant spaces will be allocated as "weekly" space. If you arrive late and notice your space has been re-assigned, please do not approach the vendor, the Market Management Team will assign you a temporary space for the day. Repeated late arrival or disrupting market over losing your space will result in loss of "reserved space" for the remainder of the season.
- **Multiple Spaces** Produce only. We have a limited number of multiple spaces. Produce vendors that misuse their extra booth space will lose the privilege to use two booth spaces and may have their space relocated. No refunds will be given. The Market Manager can ask a vendor to vacate misused/unused space when the market is full and more space is needed (no refunds). Refusal to comply can lead to loss of multiple space rights.
- **Relocation.** Space assignment can be changed at the discretion of the Market Management Team as needed for the good of the market.
- **Representation at CVGM.** Principle farmer vendors may occasionally send family members, partners, or employees to the Market in their place providing they are involved with the production and are responsible for having their on-site representative aware of all Market rules and policies. **Craft and processed food vendors are expected to be onsite at each market.** If you have a conflict of schedule, please send a representative to that activity and attend CVGM.

Vendor Set Up/Break Down and Parking

Unloading/Set-Up & Loading/Take-Down Set-up begins at 7:30. Vendors should be at the market site and their cars moved, at least 1/2 hour before the market opens (8:30) and **MUST** be ready to begin selling when the Market opens. Our contract asks vendors be loaded and out of the locality by 2:00 PM. At that time you might be ticketed.

Unload your vehicle

Move it

THEN SET UP.

Please note: Due to safety and insurance requirements, early booth disassembly is discouraged until market is closed. If you know you need to leave early, notify the market management and they will place you accordingly.

Vendor Parking Vendor Parking is available across the street in the city parking lot and the far west side of the parking lot (along 100 West). Vendors should have their cars moved from Main Street by 8:30am. If you have mobility and/or health issues, please notify the Market information table and we will help with parking. Please be respectful of the neighboring businesses. **No vendor parking allowed on Main Street.**

Vendor Site Obligations

- **Contents** Vendors shall provide their own tables, which must not be a hazard to the public or other vendors, chairs and shade. Please be considerate to neighboring vendors and remember the Market is a business. Look at your space from all positions. Vendors with non-market-related items in plain view will be asked to remove them or

requested to set up along the market edge in the parking lot.

- **Accessibility** Table displays, canopy walls, temporary displays in front of stalls, and signs must not block accessibility to adjoining stalls or impair another vendor's ability to sell. Driveways, parking lot, market entrances, vendor stalls, etc., must be accessible to all. If anything is obstructing access to any component of the market, please correct the situation or alert market management. Remember that people with disabilities must be able to access and enjoy the same goods, services, and benefits available to all. Consider them as you plan your space.
- **Canopies/Umbrellas** should be no larger than 10'x10'. They are required to be secured to the ground from the time it is put up to the time it is taken down. Any vendor who fails to properly secure his or her canopy or umbrella will not be allowed to sell at the farmers market on that market day, unless that vendor chooses to take down and store their canopy or umbrella and sell without it. All canopies must be weighted down by a minimum of twenty four pound weights on each leg. Umbrellas need to be weighted down with 50 pounds. If your tent is not properly weighted down, you will be asked to take it down immediately. The Market will not be responsible for losses/claims due to unsecured tents/canopies.
- **Electricity/Generators** At this time, CVGM does not provide electricity. The Market Management Team will consider the use of generators. They must be extremely quiet. The MMT has the right to repeal generator use as any time. Any cords must have mats to cover the part of the cord that lies in an area utilized by Market customers.
- **Pre Market Sales** With the exception of pastry and coffee vendors, No sales are allowed before 9:00 a.m. or after 1:00 p.m. If an unusual circumstance arises, please ask the Market Management Team's permission to sell to a particular customer before doing so. Please note that it is okay to sell to other vendors before the Market opens but we ask that it is done quietly to avoid customers assuming market is open.
- **Clean-up** Vendors are responsible for keeping their space clean and attractive during market hours and must clean up their space after the market closes, including sweeping up any debris and removing trash.
- **Permits** Before you can sell: Vendors shall provide CVGM with copies of any permits and licenses applicable to the sale of their products. Some examples are nursery licenses for bedding plants, organic certification, and licensed kitchens for processed foods. Vendors must post ALL CERTIFICATION on their stalls. NO EXCEPTIONS.
- **Children** – Vendors with little children are responsible to keep track of them. If your children become a nuisance, you will be asked to take them home.
- **Pricing** Each vendor is responsible for fair business practices and setting their own prices. All prices must be clearly marked or posted. Collusion and deceptive pricing practices are prohibited. Deliberate and significant undercutting of a competitor's pricing to gain market advantage is strongly discouraged and will be considered unfair. We suggest, for good community and vendor relationship, that products not be priced below 80% of the prevailing market retail price.

Selling Agricultural Products at the Market

Producers, Farmers, Gardeners Description:

Persons who raise produce (vegetables, fruits), herbs, flowers or nursery crops from seed or plants and care for, cultivate and harvest the crops offered for sale at the Market. Also in this category are beekeepers, egg farmers, poultry and livestock producers and farmers who process their own raw products into "value added" items.

- **Hand Sanitation** - Each Produce/Dairy/Meat vendor station must have the ability to sanitize hands (e.g. antibacterial wipes or gel hand sanitizer).
- **Sampling** - Vendors may offer samples of their produce and value-added foods provided that they practice good hygiene, proper sanitation and cleanliness. Vendors must obey the UDAF guidelines. Vendors are not allowed to HAWK their wares or roam the market while giving away samples of their goods. Samples may only be offered at the vendor's booth.
- Produce must be stored at least six inches off the ground.
- Price cannot be based on weight unless a Utah certified balance is available. Use unit pricing.
- **CONTAINERS** Must be clean.

Signage

- Each booth space must prominently display a sign clearly identifying the farm by name and the location of the farm or business and techniques used to grow produce. Signs must be a minimum of 8" x 11". Signs must be in place by

9:00. All descriptions of products must be accurate.

- **Organic labeling** Products sold as “unsprayed” or “natural,” etc are not required to be certified by any recognized certification agency. All products sold as organic must be grown, produced and processed in accordance with the USDA National Organic Program (Certified organic growers must provide a copy of their organic certificate to the Market Management Team). Since market inspectors are not qualified to determine compliance we ask all non-certified organic growers to not use the term. All vendors are required to advertise truthfully and to respond to customers’ questions in a like manner.
- **Pricing.** Produce vendors are responsible for fair business practices and setting their own prices. Vendors are not allowed to give produce or other items away for free or at unreasonably low prices, thus undercutting potential sales of other vendors.

Plant and Flower Vendors: Bedding and landscape plants and flowers (live or cut) must be propagated by the vendor from seed, cuttings, bulbs, plugs or plant divisions. Some plants are taxable, please see the Market Management Team for paperwork. Purchasing receipts may be requested at any time by the Market Management Team. If not available the decision will be left solely to the Ag committee of the Market Board.

Dried Flower Arrangements and Wreaths must be made from materials grown or gathered by the vendor. **No silk or other artificial flowers or arrangements made from these materials are allowed to be sold by vendors.**

Honey, Dairy, Eggs, Meat Vendor

- Additional tax regulations apply to these vendors. See the Market Manager for paperwork.
- **Milk and milk products** can only be sold from inspected sources and processors.
- **Eggs** can only be sold by the owner of the flock to avoid additional regulatory requirements. Eggs shall arrive and be maintained at the market 45 degrees or less and be clean and sound. Egg cartons must include safe handling instruction. The rules concerning reuse of egg cartons changes. You will be notified of recent changes by email.
- **Frozen meats** that comply with all UDAF/USDA regulations (requires inspection stamps or exemption number) can be sold. Copies of certifications must be on file with Market Management. Meat must come from animals raised by the vendor.
- **Honey** Must be produced by bees kept by the vendor in Market Boundaries. Must not be adulterated. Vendors must be involved in all aspects of beekeeping to be considered for the Market. Bottled honey products require UDAF certification before selling at the market.

Specialty/Truck Vendor Guidelines

While CVGM does allow specialty items to be sold at the market, one of the market’s primary goals is to support local Small Family Farm producers and artisans. Out of area items are only permitted under the following circumstances:

- The item in question is an agricultural or food-related product.
- The item in question is not otherwise represented at market by a local Small Family Farm producer.
- The item in question has been approved by CVGM manager.
- The item in question has been inspected by a representative of CVGM.
- Approval is valid for current season only. Returning vendors not automatically accepted.
- If reselling, must buy direct from farmers. Provide the contact information. No third party sales allowed.
- Labeling. Specialty vendors must label their product, or use signage no less than 5.5” x 8.5” that clearly displays the name of the farm or business and the location of the source.

Arts and Craft Vendors

Craft Application/Acceptance (The CVGM reserves the right to limit the number of Vendors) Items known to be heavily duplicated: jewelry, photography, crochet/knitting, child-related items, pottery, hair items will need to be reviewed before approval. Even if approved, the Market Manager has the right to assign a limited amount of days a vendor can attend. We ask our vendors who have been accepted under other categories to NOT add new items from these categories. Examples of unacceptable items would be, but not limited to: tracings or paint by number, printed fabrics, "no sew" fleece items, ceramics or pottery from commercial molds, wood carvings using duplicating machines, signs using computerized lettering and or templates as opposed to hand lettering, computer printed items, kits in any form and any other items which clearly do

not reflect originality of design.

Artisan/Craft: Must represent their own work at market. No substitutes allowed.

- Duplication of certain crafts may be limited.
- All items sold must be made by a single artist/craftsperson within the Market boundaries and be the product of a home or cottage type industry, not mass produced.
- An artisan may not sell anything that has not been approved prior to the day of the market.
- Use of natural material encouraged.
- Please price fairly and in consideration of your fellow vendors.

Jewelry

- Must be handmade and created by market vendor.
- No plastic beads may be used in adult division (over 18).
- Please price fairly and in consideration of your fellow vendors.
- Spaces may be limited due to duplication.

Service Vendor: All service vendors must be pre-approved. All are subject to limitations as determined by the Market Management Team. This includes but is not limited to: Face painting, balloons, knife/scissor sharpeners, massage, or delivery service.

Storefront Vendors: As a business incubator, CVGM gives priority to Market-only vendors. Vendors who have a storefront other than their home and use the market for advertising their off-site business or classes will only be allowed to attend 4 markets a season (\$100 & application fee).

Processed Food Vendors

Processed Food Vendor Guidelines

Processed Farm Foods: Processed farm foods are those fresh food products that have added value to their product through processing such as: preserves, jams, jellies, cider, syrups, salsas, smoked meats or fish, dried fruit, flours and salad dressings.

Requirements: Processed foods must be produced by the vendor from raw ingredients. Processors must meet all federal, state, county and local safety and health requirements. All appropriate permits and licenses must be up to date and available to the Market Management Team in order for the processor to be considered eligible to sell at CVGM. All applicable licenses and permits must be available for display whenever a processor is selling at the market. Vendors must have produced the items in an approved commercial kitchen or under the UDAF Cottage Food Program. Idaho based vendors must have produced the items in an approved commercial kitchen.

Baked Goods and Grain Products (commercial bakeries exempt): This category includes homemade pastries, cookies, muffins, breads, pies and related take home desserts, not prepared on site. Pastas, granola, etc. are also included in this category.

Requirements: Baked goods and grain products must be produced by the vendor from raw ingredients (no packaged mixes). Vendors in this category are those who have cooked, baked or otherwise treated the product they sell. Vendors must have made the product in a certified commercial kitchen or under the UDAF Cottage Food Program. All permits must be posted onsite. No exceptions. Idaho based vendors must have produced the items in an approved commercial kitchen.

On Site Hot Food Vendor (Food/Beverage)/Demonstrator Guidelines:

Food Vendors must meet all federal, state, county and local food safety and health requirements. All appropriate permits and licenses must be up to date and copies must be provided to the Market Manager before the Food Vendor can sell at the CVGM. All applicable Licenses and Permits must be available for display whenever a Food Vendor is selling at the market.

The finished product should be made of Market grown, Utah-grown, or organic/ sustainably grown ingredients. Hot food vendors must make everything they sell. Drinks and chips are allowed, but must be pre-approved by Market Manager. These types of products must compliment the main food being served from your booth or the Market Staff will ask you to no longer sell that product.

To avoid duplication, menu items must be approved by CVGM. Additionally, disposable food service items including but not limited to plates, cups, flatware etc. produce the majority of the waste at CVGM and as such must be

minimized in the first place and be compostable or made of materials able to be recycled in Cache County when used (e.g. 1 & 2 plastics).

- **Acceptance:** A limited number of on-site prepared food and processed/preserved foods from Cache County will be allowed. All such foods will be evaluated before they are approved for sale in the market. Priority will go to vendors who have not progressed to a storefront restaurant, are unique, ethnic, and grow or use market ingredients in their product. CVGM reserves the right to prohibit anyone from selling or to prohibit any product from being sold.
- **Permits:** All food and beverage vendors must obtain all necessary Health Department permits. Permits must be clearly displayed during the Market. For more information, contact the Bear River Health Department, 655 E. 1300 North, Logan; 753-5135. UDAF Cottage Food Program contact Rebecca Nielsen (801) 538-4956.
 - Commercial Kitchens:
Bridgerland College co-manages the Cache Business Resource Center Kitchen Incubator. Cindy Roberts is the manager. The Cache Business Resource Center Incubator Kitchen is located at 1410 North 1000 West, Logan, UT Room 1915; Phone: 435-760-7937 Email: kitchen@cachebrc.com Call to make reservations for use of the kitchen.
 - Incubator Kitchen at USU is managed by Karen Allen (from their webpage) Allen said those interested in using the Incubator Kitchen can contact her for further information at kitchen@usu.edu or by calling 435-797-1768. She can also answer questions about quality shelf life testing, regulatory requirements, product development and finding sources for ingredients, production equipment and packaging.
- **Fire Regulations:** Food vendors cooking on site must meet Logan Fire Department regulations. Call 716-9515 for more information.
- **Sharing Booth:** Food vendors cooking on site may not share their booth space with other vendors. The Market Management Team can determine the number of people allowed in the area.
- **Children:** Utah law states **children under 8 should not be in the cooking area.**
- **Duplication:** CVGM does not offer exclusive rights to any one vendor to sell any one product. Market customers generally benefit from having a choice. However, if CVGM believes the number of vendors offering the same or similar products is excessive, duplicate products may be denied entry.

Educational/Non-Profit Community Groups Limit of 2 per week

The CVGM has allotted space at the market to help other non-profits do public outreach and education. Educational/non-profit community groups may be granted space twice a season, on a revolving basis. We restrict participation to only a few community-based groups that work directly within the market neighborhood areas. Non-profit groups interested in doing outreach at the markets must contact the CVGM by email at gardenersmarket06@yahoo.com to inquire about eligibility and requesting a Non-Profit Application. Non-profits should have a tax number in order to be scheduled and contracted with the CVGM. The markets cannot be expected to accommodate non-profits that show up without prior written approval. The Market does not supply canopy, mats, table or chairs - please bring your own.

Community groups must comply with the same rules as regular Market members. See Parking rules.

- Non-Profit groups pay \$10 application fee but no weekly fee.
- Community groups cannot sell merchandise without permission from the Market Management Team.
- Community groups are NOT allowed to raffle off an item. Do not hold any sort of raffle.

Vendor Inspections

The purpose of inspections is to assure that products sold at the Market are vendor produced as required and that the vendor lives and works within the geographical boundaries. All market produce vendors are subject to farm or facility inspections as well as being in compliance with current USDA, FDA, and UDAF guidelines for food safety.

Market vendors who are unwilling to have a field inspection in a timely manner should not apply for participation.

Market Management Team

The Market Management Team is the first and final authority on market day.

Verbal and/or physical abuse towards any member of the Management Team will result in immediate expulsion from the Market.

Market Management

The CVGM employs 4 part time staff who carry out the day to day management of the market and its business. The Market Manager is the primary staff person and serves as liaison between the Cache Valley Gardeners' Market Advisory Committee (nicknamed "The Board"), the vendors and the community. It is the responsibility of the Market Manager to coordinate all the activities of the day-to-day functioning of the market and implement Advisory Committee policies. Other duties include: maintaining market permits and licenses, promoting and advertising of market activities, overseeing market set-up and booth assignments, collecting fees and dues, providing membership information to vendors, assuring vendor compliance with the market guidelines, and answering questions about the market and its policies. The other part time staff supports her in her duties.

It is the Market Manager's responsibility to respond to public concerns and complaints regarding any vendor. **The Manager has the authority to interpret and implement policy and the right to impose disciplinary action on-site.** The Manager has the right to grant exceptions to market policies on an individual basis for just cause. Vendors have the right to appeal the Director's discretionary decisions to the Board.

Market Management Team

Market Manager	Mary Laine
Assistant Market Manager	Tanya Bagley
Secretary	Mary Ann Hubbell
Treasurer	RaNae Curdy

Market Phone 435.754.7402

Email info@gardenersmarket.org

2016 Market Advisory Committee

President	Mark Fryer
Vice President	Kelby Johnson
SAABRA Representative	Penny Trinca
Vendor Representative	Reggie Jennings
Community Representative	Todd Milovich

Disciplinary Procedures

Enforcement of Market Policies

The Market Management Team will determine if any vendor is failing to adhere to the policies set forth herein. Such failure will result as follows:

- 1st offense – Verbal warning from Market Management Team.
- 2nd offense – Written warning.
- 3rd offense – Expulsion from the market for remainder of the season**.

**The vendor is responsible for packing his/her product and belongings when asked to leave the market. If the vendor does not pack, the Market Management Team has the authority to appoint others to help pack the vendor's products and belongings. The Market Association will not be held liable for any damage caused during such packing. The vendor is legally responsible for any damage that might occur while being escorted out of the Market.

A vendor has the right to appeal any decision of the Market Management Team within two weeks of the CVGMMT's actions. An appeal must be presented in writing to the CVGMAC at the CVGM mailing address.

The CVGMAC reserves the right to take action on a complaint or an appeal, which may include issuing additional warnings, barring a vendor from selling during any number of Market days including the remainder of the season. The CVGMAC further reserves the right to dismiss a request for an appeal on the basis of procedure or other legal considerations. The decision by the CVGMAC shall constitute a final decision on any appeal or complaint. A member of the Market is entitled to receive in writing a response to his or her appeal or complaint in a timely and reasonable manner.

No vendor, asked to leave for verbal/physical abuse towards a member of the market management, can return or be reinstated without permission of the Market Management Team.

Regulatory Policies and Legal Information

The Cache Valley Gardeners' Market welcomes all vendors regardless of ethnicity, creed, color, sex, religion, sexual orientation, age, nationality or marital status.

- 1. Hold Harmless** Vendors assume full liability for the products they sell and agree to hold the CVGM, Logan City and Cache County harmless from and against any claim of injury, or damage by any buyer, vendor, or other persons, resulting from the use, consumption, disposition, display, or marketing of vendors' products. The Cache Valley Gardeners' Market Association is not liable for any injury, theft, or damage to either the buyer or vendor (or their property), arising out of or pertaining to preparation for or participation in the Market. Vendors further agree to indemnify and hold the Cache Valley Gardeners' Market Association harmless from and against any claims for such injury, theft or damage.
- 2. Alcohol/Drugs** No alcohol or drugs are permitted on the premises. If the Market Staff believes a vendor is intoxicated or under the influence of drugs, they have the authority to ask the vendor to leave the market immediately.
- 3. Entertainment and Music** CVGM books entertainment in the form of music and other events on most market days to enhance the environment for Market vendors and customers. Entertainers are permitted in the Market so long as they do not interfere with the commerce for which the Market is established and so long as they do not violate these rules. Unscheduled musicians are not allowed. Playing from the curb is prohibited. Performers may sell their CDs. Violation of Rules. Entertainers are expected to comply immediately when asked by Market Staff to use the microphone. This will only be requested in the event of an emergency or a missing child.
- 4. Franchise Vendors** No licensed or franchise-type home business selling and or advertising allowed. Any home business advertisement must be pre-approved by the Market Management Team. Vendors found attempting to bypass this guideline may be asked to leave the market immediately.
- 5. Insurance** Vendors are strongly encouraged to obtain general liability insurance. CVGM is not responsible for any loss or damage incurred by vendors.
- 6. Pets, Poultry and Livestock - Disability assistance dogs** are the only animals allowed in the vending area.
- 7. Political/Religious Activities** The Market is not a forum for political or religious activities. Vendors are asked to refrain from campaigning or proselytizing. Space will not be allowed for this purpose. No petitioning is allowed.
- 8. Pricing** Each vendor is responsible for fair business practices and setting their own prices. All prices must be clearly marked or posted. Collusion and deceptive pricing practices are prohibited. Deliberate and significant undercutting of a competitor's pricing to gain market advantage is strongly discouraged and will be considered unfair. We suggest, for good community and vendor relationship, that products not be priced below 80% of the prevailing market retail price.

9. **Radio/Stereos** Vendors are not permitted to play radios or use other sound-generating electronics 9am-1pm.
10. **Returned Check Policy** Checks returned for non-sufficient funds (NSF) will be charged the banking fee and the vendor will not be able to attend the market until the matter is resolved. The market is not responsible for fees charged to vendors for late deposit of their EBT checks.
11. **Tobacco and E-Cigarettes** City of Logan law prohibits smoking in public areas (UT Clean Air Act), including e-cigarettes (UT Admin Code R392-510).
12. **Volunteering** The Market appreciates vendor volunteers for setup and takedown. Every vendor is expected to volunteer once a season. The Market Management Team will assign dates.
13. **Branding Merchandise.** Branding items (e.g. tee-shirts, caps, shopping bags) that bare the vendor's logo and/or company name may be sold or given away at the market regardless of origin, though CVGM encourages vendors to source these products from within Utah.

The Market Manager is the first and final authority on market day. Verbal and/or physical abuse towards the Market Manager or any member of the Management Team will result in immediate expulsion from the Market.

The Cache Valley Gardeners' Market Advisory Committee (CVGMAC) may, at any time, modify or add to these rules to better serve CVGM interests.