



TOMAHAWK MAIN STREET FARMER'S MARKET RULES AND REGULATIONS

Tomahawk Main Street Inc. Farmer's Market is located in the Main Street District of Tomahawk, WI on 3rd Street from Wisconsin Avenue North. The market was established to:

- Encourage agriculture entrepreneurship within the boundaries of Lincoln, Price, Oneida and Langlade Counties.
- Provide consumers with fresh, locally grown products in a convenient location.
- Create more foot traffic in the downtown area.
- Enhance the quality of life in the greater Tomahawk area by providing a community activity that fosters social gathering and interaction.

These rules and regulations set forth operating policies and procedures of the Tomahawk Main Street Farmer's Market and may be changed as appropriate to create fairness and standards of conduct in keeping with the goals of this organization.

BECOMING A VENDOR:

- Vendors must grow or produce all products within the boundaries of Lincoln, Price, Oneida or Langlade Counties.
- Submit a completed VENDOR APPLICATION & WAIVER AGREEMENT at least 3 days before the selling of products at the market. No one will be allowed to sell products at the market prior to submitting a completed application and waiver and paying the application fee in full.
- Fees are as follows and are not refundable:
SEASONAL RATE: 12 X 24 FOOT SPACE --- \$80 (vehicle parked on-site)
DAILY RATE: 12 X 12 FOOT SPACE --- \$5 (vehicle parked off-site)
DAILY RATE: 12 X 24 FOOT SPACE --- \$10 (vehicle parked on-site)
- Farmers Market sales are 9 a.m. until sold out or 1:00 p.m. Tuesdays, early June to late October.
- Set-Up time is 8:30 a.m. and SALES BEGIN AT 9:00 a.m.
- Vendors are responsible for using legal methods of sale, weights and measurements and devices must meet state standards.
- All vendors are encouraged and are responsible to purchase their own personal and product liability insurance. VENDORS SELLING PROCESSED FOODS MUST FILE A CERTIFICATE OF INSURANCE WITH TOMAHAWK MAIN STREET INC. FOR A MINIMUM OF \$250,000.
- Each vendor shall obtain all required licenses and permits, comply with all rules and regulations, including Dept. of Agriculture, Trade and Consumer Regulations – Division of Food Safety (DFS). See enclosed guidelines.

STALLS:

- Stalls are on a first-come, first-served basis. One vehicle allowed per 12' x 24' stall. (We try to accommodate regular vendors if they want the same stall every week.)
- Vendors' names and address should be displayed on a sign no smaller than 100 square inches.
- Easy ups and canopies are allowed within the parameters of the stall. ALL AWNINGS AND CANOPIES MUST BE SECURELY ANCHORED.

- If vendor accepts WIC Vouchers, the WIC sign must also be clearly visible to customers.
- All Produce should be up off the ground except for pumpkins and larger produce.

ANNUAL FULL SEASON VENDOR RATIO

based on possible 20 spots

- (7) Produce
- (2) Herbal/Body Care Products
- (2) Seasonal Items (apples, pumpkins, maple syrup, etc.)
- (2) Baked Goods (including "Cookie Bill" vendors)
- (2) Meats/Cheeses/Canned Goods
- (1) Coffee/Tea/Beverage
- (3) Crafts (locally made or local materials only)
- (1) Non-Profit

PART TIME VENDORS (LESS THAN 25% OF SEASON) UNLIMITED

**Market Manager or Market Committee reserves right to adjust ratios during current season when necessary.

PRODUCTS:

- Fresh fruits and vegetables, flowers, bedding plants, houseplants, pre-packaged honey, maple syrup.
- Eggs, meat, baked goods, and processed foods are allowed only if vendor has completed and shows proof of state licensing.
- Art and Craft items that are locally made or are made of local materials.
- Art and Craft items made by the Non-Craft Vendor are allowed but may not exceed 10% of the table and/or stall space.
- NO PRE+PURCHASED WHOLESALE PRODUCTS OR LIVE ANIMALS ARE ALLOWED
- All products must be honestly represented and locally grown within the boundaries of Lincoln, Price, Oneida and Langlade County, and are subject to site inspection by a representative of Tomahawk Main Street Board of Directors.

PETS:

- Vendors shall NOT bring pets into the market are for health & safety reasons.

VENDOR CONDUCT:

- Behavior that is harassing, abusive or threatens other vendors, the market manager or the Tomahawk Main Street Director will not be tolerated and will cause the vendor to be permanently barred from selling at the market. Complaints should be addressed **in writing** to the Tomahawk Main Street Board of Directors.
- Loud or disturbing noises or actions which may interfere with the rights, comfort, or convenience of other vendors or the public will not be tolerated.
- It is the responsibility of the vendor to provide high quality products they personally produce and to establish and maintain market operating standards that encourage public confidence and support.
- Each vendor is responsible for cleaning their site before leaving and hauling all waste away. Litter or refuse left behind at a site is a violation of these rules.
- Smoking of tobacco in any form is not permitted by vendors at their stalls. If vendors want to smoke, they must be at least 25 yards from the market area.

CONSENT TO THE RULES:

- Submission of a Vendor Application constitutes agreement to abide by all rules as stated above. All policies, procedures and changes to these will be the responsibility of the Tomahawk Main Street Board of Directors. The Tomahawk Main Street Board of Directors has the authority to bar vendors from future participation if these rules are willfully violated.