

Carnation Farmers Market - 2023 Guidelines & Policies



New Location:

**King County's
Tolt-MacDonald Park**
31020 NE 40th St, Carnation WA 98014

Mailing Address:
Carnation Farmers Market

8014 361st Ave NE, Carnation WA 98014

2023 Season: Every Tuesday from June 6th to August 29th, except July 4th

- Market is open 3:00-7:00pm
- Vendor setup begins at 1:00pm
- No sales before 3:00pm
- No breaking down before 7:00pm
- No vehicles in market area between 2:45pm and 7:00pm

*Please read these regulations carefully before signing your application.
Keep this copy for your records.*

*Failure to observe these policies may result in extra fees and/or termination
of Market agreement.*

I. Carnation Farmers Market

Nourishing the community through the farmer-eater connection

Carnation Farmers Market (CFM) was established in 2004 because of the community's need for the facilitation of the farmer-eater connection. Although CFM is in its twentieth season in operation, it is only our fourth season as an independent non-profit. CFM's mission is to provide local eaters with locally produced food and farm products, provide Washington State farmers with a direct sales outlet for their crops, educate the public about agriculture, nourishment, and local farming traditions, promote vibrant community, and facilitate connection between our community's eaters and farmers. The Market serves as an important weekly community event attracting people from near and far to the historic town of Carnation. This market is a regional market with a focus on serving the community of the Snoqualmie Valley Watershed.

The Market has been established for the benefit of the community, the vendor, and the consumer alike.

II. Farmers Market Location, Times, Dates, and COVID policy

- Location:** Carnation Farmers Market has wonderful new location for 2023: King County's Tolt-MacDonald Park. The new site is centrally located and accessible to downtown shoppers, while affording more space for our growing market, a playground, plenty of recreation opportunities, ample parking, and other amenities. The location is in and around the red barn shelter; follow signs to get there each Tuesday.
- Times and Dates:** The **2023** Carnation Farmers Market will be open to the public from **3:00pm to 7:00pm**, every Tuesday beginning **June 6, 2023** until **August 29, 2023, except we are closed July 4th.** We reserve the right to change the frequency and/or times if/when necessary.
- COVID 19 safety measures:** The safety and well-being of all Carnation Farmers Market participants is one of our primary concerns. Carnation Farmers Market will continue to adhere to COVID19 related protective measures in accordance with guidelines provided by Public Health — Seattle & King County and the state of Washington. Link to guidelines from the Washington State Farmers Market Association. <https://wafarmersmarkets.org/farmers-markets-covid-19/>

III. Products Sold at the Farmers Market

The goals of the Farmers Market are two-fold: to provide an outlet for Washington State's farming families to sell

their farm products and to provide farm-fresh food directly to consumers. We are members of the Washington State Farmers Market Association (WSFMA) and abide by their Member Guidelines (also called Roots Guidelines) which define the types and percentages of vendors allowed at farmers markets in Washington with an emphasis on family farms. For more information about the Roots Guidelines go to the WFSMA website at www.wafarmersmarkets.com

In compliance with the Roots Guidelines,

- All Farmer gross sales must be greater than (>) Processor gross sales combined.
- All Farmers + Processor sales must be greater than (>) Artisan/Crafter + Prepared Food gross sales.

Vendor selection, along with stall assignments, are made based on the Market's need to balance available produce with a well-rounded "market basket" for customers, the success of the market vendors, and compliance with the Roots Guidelines. The Market intends to meet the needs of participating farmers without overloading the Market with particular products. Products not covered under these guidelines will be given special consideration by CFM.

Products sold at the Farmers Market are limited to:

A. Fresh Farm Products: Includes fresh fruits and vegetables, herbs, nuts, honey, dairy products, eggs, poultry, mushrooms, meats, and fish. Also included in this category are fresh flowers, nursery stock, and plants.

All fresh farm products must be grown or produced in Washington State. All products must be grown or produced by the seller (see exception below). Vendor must be an active owner and operator of the farming operation and may not be operating the business under a franchise agreement. Only vendors selling as farmers may sell Fresh Farm Products from this category.

The vendor must propagate all plants and flowers from seed, cuttings, bulbs, or plant division. The vendor's application for a permit to sell shall state what the vendor grows, and what products the vendor will sell at the Farmers Market.

Note: We do not allow any 'reselling' of other farm products and are diligent in enforcing this policy. Any producer who sells produce that is not his or her own production while claiming that it is will be fined \$25 for the first offense, the offending product will be removed from the vendor's table and a notice of violation will be mailed and/or emailed to the vendor. Second offense will result in the vendor being permanently expelled from the Market. We reserve the right to request documentation and allow farm visits for verification.

Organic/ Pesticide Free Declarations: Those who are certified organic should post their certification. They are the only ones who can use the term organic for their product. Vendors who make written and verbal declarations of 'no or low-spray' or 'pesticide-free' must provide a notarized affidavit describing how these procedures are followed. Other third party certifications such as 'transitional' or 'sustainable' may be posted with Market Manager review.

B. Value-Added Farm Foods: Includes preserves, jams and jellies, cider, syrups, salsas, smoked meats or fish, dried fruit, flours, and salad dressings.

All value-added farm foods must be made from products/ingredients of which a majority are grown and produced by the seller. Value-added farm foods must be produced by the vendor from raw ingredients. Vendors in this category must have personally cooked, canned, baked, preserved, or otherwise treated the product they sell. All processed foods must have the proper permits and licenses as required by the City of Carnation and Public Health — Seattle & King County.. Vendor must be an active owner and operator of the farming operation and may not be operating the business under a franchise agreement.

The vendor's application for a permit to sell shall state what the vendor grows and what products the vendor will sell at the Farmers Market.

Any vendor who sells product that is not his or her own production while claiming that it is will be fined \$25 for the first offense, the offending product will be removed from the vendors table, and a notice of violation will be mailed and/or emailed to the vendor. Second offense will result in vendor being permanently expelled from the Market.

C. Flowers, Other Value-Added Farm Products (Limited Farm Crafts): Allowed are: bouquets, wreaths, roping, arrangements and displays of fresh and dried flowers, vines and gourds, baskets from locally wildcrafted or grown, wood products from local woods, wool products from locally produced wool, personal care products made from predominantly locally produced materials, fiber products, and other products created by hand from farm or wild harvested materials. Beeswax candles are allowed by honey producers only. Farm and studio visits required. The CFM reserves the right to judge the suitability of any products falling in this category.

These items must be grown, foraged, and produced from raw materials by vendor. Vendor must be an active owner and operator of the farming/business operation and may not be operating the business under a franchise agreement.

The vendor's application for a permit to sell shall state what is grown/processed or prepared by the vendor, and what the vendor will sell at the Farmers Market.

Any vendor who sells product that is not his or her own production while claiming that it is will be fined \$25 for the first offense, the offending product will be removed from the vendors table, and a notice of violation will be mailed and/or emailed to the vendor. Second offense will result in vendor being permanently expelled from the Market.

Note: We do not allow the sale of 'crafts' at this market unless they fit within the guidelines above. This includes t-shirts, accessories, etc.

D. Processed Foods: Includes juices, wines, preserved foods, candies, jams, pastries, pasta, granola, cookies, muffins, breads, pies, and related take home desserts, not prepared on site. Vendor must be an active owner/operator of the business and may not be operating under a franchise agreement.

Processed foods must be produced by the vendor from raw ingredients. Vendors in this category are those who have cooked, baked, or otherwise treated the product they sell. No commercially prepared dough mixes, crusts, shells, or fillings are allowed. It is expected that the vendor will use raw ingredients that are grown in Washington, as appropriate for the product, and when possible, use products from participating market farmers. All processed foods must have the proper permits and licenses required by the City of Carnation, Public Health — Seattle & King County, and/or the Washington State Dept. of Agriculture.

The vendor's application for a permit to sell shall state what is grown/processed or prepared by vendor, and what the vendor will sell at the Farmers Market.

Any vendor who sells product that is not his or her own production while claiming that it is will be fined \$25 for the first offense, the offending product will be removed from the vendors table, and a notice of violation will be mailed. Second offense will result in vendor being permanently expelled from the Market.

E. Prepared Foods: Allowed are freshly made foods available for sale and immediate consumption on-site. Vendor must be an active owner/operator of the business and may not be operating under a franchise agreement.

When selecting prepared food vendors, priority will be given to vendors preparing food from raw ingredients and/or using ingredients grown and/or produced in Washington State and by participating market farmers. Vendor must have all required state, county, and local food permits. The application for a permit to sell shall state what is grown/processed or prepared by the vendor and what will be sold at the Farmers Market.

Any vendor who sells product that is not his or her own production while claiming that it is will be fined \$25 for the first offense, the offending product will be removed from the vendors table, and a notice of violation will be mailed. Second offense will result in vendor being permanently expelled from the Market.

F. Non-Profit and Community Outreach Booths:

Each week at market we provide opportunity for not-for-profit organizations and municipalities to host a booth at the market to outreach to our market customers for the purpose of; 1) providing an opportunity for our customers to learn about local organizations; 2) supporting not-for-profits in our community; 3) providing a venue for cities and municipalities to educate the community about special projects and educational outreach efforts. We do not charge for this space, but expect full participation in the setup and breakdown of the canopy and table provided. We have space for approximately one or two booths per week, and limit participation to approximately one or two times per year at the Markets discretion.

- Non-profit and community outreach booths will be assigned on a case by case basis, and should be reserved prior to market season in order to be added to the market calendar of events.

- Non-profits with a strong membership base or involvement in the Snoqualmie Valley and those with educational outreach related to sustainability, community and health will be prioritized.
- The Market can provide a 10x10 canopy (with prior notice, this may be shared with another organization) and a 6' folding table if requested. Participants must provide their own chairs, booth displays and garbage disposal.
- Not-for-profit /Community outreach booth staff must arrive no later than 2:30 PM to set up their booth, and remain at the booth until 7:00 PM, then stay to take down the booth and table in a timely manner to put into the storage shed, unless other arrangements are made prior to market day.
- No hawking, sales, etc. All market rules below as applicable, will be applied.
- Fundraising efforts (such as raffle tickets, t-shirt and cookie sales) require permission of Market Manager and shall be limited to appropriate items which do not compete with regular market vendor sales, match the market ethic of healthy, local and organic, and are in accordance with the health code.

G. Business Booths:

Each week at market we provide opportunity for local businesses to host a booth for one week or more at the market to outreach to our market customers for these purposes 1) provide a venue our local business community to connect with our customers; 2) provide opportunity for sustainable product or service businesses to outreach to our community; 3) provide additional revenue for the market without creating competition for our existing vendors.

Businesses which qualify are defined as those which:

- Are 'local' businesses with their primary location address within our market range which includes Snoqualmie, Snohomish and Sammamish Valley (Issaquah to Woodinville). Note: Exceptions at the discretion of the Market Manager.
- Provide a service or education- examples: massage therapist, accountant, mechanic, technology-based, financial-based, contractor, daycare, private schools, catering, cooking classes'
- Can promote (but not sell) a product that could not otherwise, in any form, be sold at the market. This excludes any food, plant, animal, craft or personal care. Priority given to those which have a product directly related to sustainability such as electric car/scooters, rain barrels, dehydrators, worm bins. Note: The decision to allow any product- based business booth at market is at the sole discretion of the market

Businesses which do **not** qualify are defined as those which:

- Those which compete with our vendors or potential vendors. Therefore this excludes **any** food, plant, craft or personal care products. Exception: Restaurants within our local market range may promote their business at market, preferably through our 'chef's demo's, or food sampling (permission by Market Manager).
- Those which are franchises, 'pyramid schemes' (as defined by Wikipedia), or primarily owned/operated outside of the qualifying area.

H. Food Trucks and Generators:

Food trucks are eligible with consideration to noise and market capacity. Food truck approval is at the discretion of the Market Manager. Consult the Market Manager for information regarding food truck and generator guideline specifics. Food trucks are considered prepared food and are expected to follow the same guidelines as described in section III. E. Prepared Foods.

IV. Vendor Application & Acceptance

Annual Applications

Applications are accepted throughout the market season and must be received at least one week before the desired start date. Vendors may indicate which weeks they would like to attend, including full season, alternating weeks, monthly, or short season. New vendors applying on the day of market will be turned away. Late applications are not guaranteed a spot at market, even if returning from last year or previous years.

The 2023 vendor application fee is \$30. To receive market space priority, be included in opening day marketing and other outreach efforts, vendors must submit their application by May 16, 2023.

The 2023 Spring Vendor Meeting will take place at Tolt-MacDonald Park on Tuesday, May 16 from 1-2pm. All vendors are expected to attend the meeting or read the minutes and handouts. The meeting will cover CFM policies and expectations. There will be time for Q&As.

Once a completed application along with application fee (and optional prepaid stall fees) have been received by the Market, letters of acceptance or other appropriate contact will be made. Acceptance and stall assignments will be made based on the following:

A. Stall Assignment: CFM attempts to give first priority to returning vendors who were in good standing the previous season and participated for a half to full season. The Market recognizes the importance of consistency in stall location and will strive to balance that with the expansion of the market.

Market Shelters: Approximately 6-8 vendors will be able to have space under the covered barn shelter. All vendors may apply for space under the shelters. Shelter space will be allocated based on seniority at the market and regular attendance record, length of season the vendor intends to be at market, and product variety.

Vehicle at Stall: There is space for approximately 8 vendors on the paved area south of the barn to park at their stall during market. These vendors have the option to park at their stall or in Vendor Parking. Vehicles must remain stationary between 2:45pm and 7:10pm. If you are one of these vendors and you plan on your vehicle leaving market, please park in Vendor Parking prior to 2:45pm. Vendors with stalls in the barn shelter are not allowed to park in the market area, unless there are special circumstances and Market Manager approval is granted..

B. Vendor acceptance is based on balancing the needs of the customer, our past season farm vendors, and of new vendors applying to CFM. We make every effort to avoid overloading the market with particular products to the detriment of our vendors. We prioritize processed and prepared food vendors who use a predominance of Washington State grown products, and in particular prefer that the 'signature' ingredient of a prepared or processed food should be locally grown and ideally purchased from our market vendors.

V. 2023 Sales Reporting & Stall Fees

Vendors must report their gross sales and pay their stall fee for that Market day to the Market Manager by the end of each Market day. We currently consider a stall to be 10x10. The Market Manager may allow up to 10x20 by special arrangement without an increase in stall fees. Market management will monitor sales reporting as necessary to check for accuracy. Each Market participant is expected to cooperate with sales monitoring activity by Market management. Individual vendor sales data is considered confidential and not shared with others without permission.

2023 CFM Stall Fees

- **Categories A-C (From Section III above):** Daily Stall Fee: \$30.00
- **Categories D & E (From Section III above):** Daily Stall Fee: \$40.00
- ***There is a \$5/week stall fee discount if your business address is within Carnation, Fall City, or Duvall***

Vendor Contributions:

Vendors are asked to contribute product, gift certificates or other to the Market's promotional and educational events such as chef's demos, produce tastings, musician's basket, contests, raffles and special events which attract customers to our market to the benefit of all vendors. We attempt to keep this in the range of value of \$5/day, and try to distribute fairly among vendors, which may include gift certificates. Vendors are also encouraged to donate unsold food products to the Food Bank, which gleaners collect at the end of each market day.

VI. Vendor Rules for 2023

A. Only Washington State farmers and other state producers as listed may sell at the market. Principal farmer/producer may send family members, partners, or employees to the Market in their place, but are responsible for having their on-site representatives aware of all Market rules and violation policies. All employees, partners, and family members may be asked to sign an agreement that states they understand and will comply with Market policies and guidelines.

The Market does not provide tables, awnings, tents, tent weights, or umbrellas for vendors.

B. Market Day Punctuality & Late Fee

Hours of Operation: 3:00pm – 7:00pm No vendors will be allowed on the site before **1:00 PM** unless special arrangements have been made. All vendors must vacate the site by **8:00 PM**.

All vendors with assigned booth spaces must be at the market site at least 1/2 hour before the market opens and be ready to begin selling when the Market opens.

Vendors who arrive within 30 minutes of when the Market opens will have to load off from the shopper or general parking lots. Vendors who have a stall where a vehicle is permitted to park must park in Vendor Parking for the day, not at their stall, and will be issued a verbal warning. A second offense will result in a warning of termination and a **LATE FEE** of \$25.00. A third offense will result in a \$40.00 fine and possible termination of the vendor's permit to sell. Vendors who arrive late, will not be given stall preference for that market day, and may be turned away. Chronic late arrivals will be replaced by more reliable vendors. Exceptions can be made for special, unforeseen circumstances.

C. Late Cancellation Fee & No Show Fees

Vendors must notify the Market Manager by 11:59pm Pacific time the Saturday before the following market day (Tuesday) by calling the Market Manager or emailing using the Market Manager contact information as provided upon vendor confirmation. If a vendor does not notify the Market Manager by this time stated above that they will not be attending market the following Tuesday, they will be fined a **LATE CANCELLATION FEE** which will be the full amount of the stall fee for the first occurrence and double the stall fee for the second and future occurrences. The advanced notice allows us to notify our customers through our e-newsletter, notify other vendors so they can balance their product selection accordingly and allow us to find other sources for your product for our customers. If a vendor doesn't show up at all without any advance notice, then a **NO SHOW FEE** will be charged. The no-show fee will be double the vendor's stall fee. Chronic no-shows will be asked to leave the market permanently. All fines owed must be paid before vendor can occupy space at the market on subsequent market days.

D. Selling Time

No selling shall begin before 3:00pm when the designated signal is given by the Market Manager indicating that the Market is officially opened, except by permission of the Market Manager. Vendors are required to stay until closing and must not give the appearance of packing-up until 7 PM (this is strictly enforced). Vendors who sell-out early should post a sign letting customers know they have sold-out.

Vendors may not leave before market closes at 7 PM without specific permission from the Market Manager. Vehicles are not allowed onto market pathways until 7:10 for the safety of our customers.

E. Signage

All vendors will post a sign in their booth, identifying the name of the farm/business represented and where it is located. Signs should not be smaller than 24" wide by 8" high. Vendors will have their signs displayed before sales begin. Failure to have a sign will result in a first offense warning. The second offense will result in a \$10 fine. All fines owed must be paid before vendor can occupy space at the market on subsequent market days.

No vendor shall EVER use the words 'last day' or other similar terms in their signage or handout material unless approved by the Market Manager. If it is your last day at market, please use other language to say so (We won't be back this season, See you next year, etc.).

F. Pricing, & Quality of Produce

Produce and other allowable Market products should be clearly marked with their price. This can be done by individually tagging each item with a sign or by listing all products and prices on a large sign or blackboard. Vendors are not allowed to give produce or other items away for free or at below-cost pricing, therefore undercutting potential sales of other vendors.

Vendors are expected to bring good quality products to market. Vendors are responsible for the safety of their food and cannot sell adulterated foods.

G. Selling Space

The vendor sales area (where your produce is marketed) must not extend beyond the allotted boundaries of the stall space. Displays and signs must allow clear visibility to adjoining booths. Display and selling techniques must not impair other vendors' ability to sell, nor create a hazardous situation for customers. Hawking or sampling in front of booths is not allowed.

H. Vendor Vehicles and Loading/Unloading

Vendor booths and/or vehicles must not extend beyond allotted booth space. Many of the Market stall spaces have been designed with on-site vendor vehicles in mind. For stall spaces that do not have onsite vehicle access we ask that vendors load and unload quickly and efficiently, and in some cases, in the order that the Market Manager indicates. **No vehicles are allowed in the market area between 2:45pm and 7:10pm.**

Vendor parking: See the attached map for location of vendor parking. Please leave space in the nearest parking lot for shoppers and mobility-challenged market guests. If you need special parking accommodations, please contact the Market Manager.

I. Booth Clean Up

a. Vendors are required to maintain their individual selling space in a clean, safe, and sanitary manner, including protecting the pavement from oil or fuel drips from any part of the vendor's vehicle. Each vendor is responsible for keeping his/her booth space clean during the Market and for complete clean up of his or her space at the close of the Market. This includes hauling away any trash or garbage that is generated in or around the booth and sweeping up any product debris left on the ground. Farmers are not permitted to dispose of produce waste, overripe or leftover produce or boxes in any on-site garbage cans or dumpsters. **Do not dump gray water and used handwash water in the park. You must take it with you at the end of market day. For your convenience, Carnation Storage (NE 40th St and Hwy 203, on the right as you are leaving the park) allows our vendors to dispose of gray water at their dump station.**

b. **Market trash cans and dumpsters are not available for vendor use.** Vendors should bring their own brooms and dustpans. Those who do not clean up at the end of the Market will be issued a written warning for the first offense and a \$25 fine for the second offense. A third offense is grounds for termination of vendor's permit to sell. All fines owed must be paid before vendor can occupy space at the market on subsequent market days.

c. Prepared food vendors should provide food in recyclable or biodegradable containers whenever possible. We discourage, and may ban, the use of poly-foam serving containers. Vendors who sell products in recyclable containers such as aluminum cans or water bottles must provide receptacles for collecting these containers and are responsible for ensuring they are properly recycled.

J. Scales

Vendors selling produce by weight must provide their own scales. Scales must be "legal for trade" and inspected and sealed by the Dept. of Agriculture - Weights and Measures Program. All scale displays must be readable and in easy sight of customers during business transactions.

K. Pets

No pets will be allowed in the vendor selling area. The only exceptions will be seeing-eye dogs, dogs for the hearing impaired, or other disability assistance dogs. Please report to the Market Manager if there are problems. Outside of the vendor area, pets must be leashed at all times.

L. Children

Vendors need to keep a watchful eye on their children at all times during the Market day. Set-up time can be an especially dangerous time for unattended children. Small children should not be allowed to wander the grounds without a parent or guardian with them. The Market can take no responsibility for their safety or whereabouts. **No bikes, skateboards, or scooters are allowed within the market boundaries.**

M. Courtesy/Conduct

Vendors and their representatives are expected to conduct themselves in a safe and courteous manner at the Market. Any language or behavior considered deleterious to the normal operation of the Market will be grounds for denial of the vendor's permit to sell. Consumption of alcoholic beverages or any controlled substance while at the Market is prohibited. Any participating Market vendor or representative who is under the influence while at the Market will be immediately expelled from the Market.

N. Refunds: Customers who have a legitimate complaint about the products they purchase should be given a full monetary refund or replacement of equal value. It is the Market's policy to satisfy the customer and to promote good will by being generous with produce and products. If produce is overripe and must be consumed the same day, the customer must be informed in advance. If a customer wishes to exchange only a partial bag of produce, only partial credit is due. Complaints that seem unfounded or excessive may need to be mediated by Market management.

O. Hawking

Hawking (calling attention to your products in a loud, repetitive, public manner) during the Market day is discouraged and may be limited or prohibited by the Market Manager.

P. Vendor Dress

Vendors are requested to wear shirts and shoes at their booths during the Market hours.

Q. Vendor Music

Vendors may not play music in their booth space while live performance is in progress at the Market. Vendors may play individual music in their booth space during setup and teardown or if there is not live performance in progress, but should be aware of the volume and your neighbor's ability to transact business without any audio interference.

R. No Smoking

Smoking is not allowed in the vendor sales areas.

S. Market Manager

The Market Manager's job is to implement Market policies. This includes overseeing Market set-up, booth assignments, and collection of fees, providing information on membership and Market policies, and assuring vendor compliance with all Market policies. The Manager will make booth assignment decisions based on available space in the Market and the need for specific products. The Manager will be responsible for public concerns and vendor complaints. The Manager is also the conduit between vendors/customers and CFM. The Market Manager has complete authority to interpret and implement policy on the Market site; including the authority to rescind stall space for just cause. Vendor grievances will be taken to the Manager/CFM Executive Director.

T. CFM reserves the right to prohibit anyone from selling or any product from being sold.

U. CFM or its designated representative has the right to inspect vendor's land or place of business. Representatives may inspect or visit any farms or establishments used by vendors. Farm visits will be conducted with at least 24-hour notice. Vendors should provide help during a visit in identifying the crops listed on the application for permit to sell.

V. CFM is not responsible for loss of property or damage.

W. There will be no discrimination according to race, color, creed, sex, religion, sexual orientation, age, or nationality.

X. Health & Safety

Booth area: Vendor vehicles, tables, and overhead shades must be maintained and used in a safe manner. Legs must be firmly locked into place on the shades. Tables must have smooth edges and remain stable when loaded with produce. Products must be 24" or more above the ground.

Regulations: Compliance with health and safety regulations is the responsibility of the vendor. Sneeze guards, cold storage, hot holding, thermometers, handwashing stations, and all other relevant equipment must be provided by the vendor as needed.

Canopy Policies: All vendors who wish to erect canopies (including umbrellas) on the farmers market site during a normal period of market operations, including the set up and break down period, **are required to have their canopies sufficiently and safely weighted from the time their canopy is put up, to the time it is taken down.** It is recommended that a 25# weight, that does not impose a hazard to the customer, be attached to each canopy leg. **King County Parks prohibits staking into the ground. Use weights instead of stakes.** Any vendor who fails to properly anchor his or her canopy will not be allowed to sell at the farmers market on that market day, unless that vendor chooses to take down and stow their canopy and sell without it. In addition, any weights or poles used must be positioned to not obstruct traffic flow. Care must be taken when setting up or taking down displays.

Weight rentals: Vendors without weights may rent weights for the day (as they are available) \$5/day.

Dogs Policy: Dogs with customers are currently allowed at market as long as they are on a short leash, are under control and are not aggressive in any manner, and stay out of food vendor booths. Dogs which display aggressive behavior must leave the market immediately. Vendors may post signs asking that dogs not be allowed into their booth or other requests. Damage by dogs is the responsibility of the dog owner, please inform the Market Manager immediately in this case. Manager is prepared to ask a customer to remove the dog from the market for safety or health reasons.

Y. Generators & Electricity

Generators may be used only on certain conditions and at the discretion of the Market Manager. Any vendors requiring electrical needs must get special approval from the Market Manager

Z. Excessive Heat & Air Quality Protocols:

If 48 hours before market day (the Sunday before market day), the temperatures on market day (Tuesday) are forecasted by the National Weather Service's Seattle office to reach a Heat Advisory status, then vendors, whose products may be adversely affected by extreme high temperatures, may be excused from appearing on market day. CFM will refer to the NWS website (weather.gov/ctp/wwwCriteria) which indicates that a Heat Advisory occurs when the Heat Index will be equal to or greater than 100°F, but less than 105°F. Vendors should contact CFM of their intention not to appear due to forecasted excessive heat as described above. In spite of the forecasted temperatures, CFM will continue to stay open on market day to serve those who wish to attend. Vendors should come at their own discretion and exercise their own cautionary measures to prevent adverse heat-related health effects. CFM will provide additional shade as well as provide cool water for shoppers, vendors, volunteers and staff.

CFM will monitor the air quality index (AQI) according to AirNow (airnow.gov/aqi/aqi-basics/). Though we intend to keep the market open, vendors and customers may choose not to appear if they feel that air quality forecasts may negatively impact their health on market day. Vendors are asked to provide 24 hours notice if they intend not to appear based on an AQI index they feel may have negative implications on their own and/or employees' health. CFM will not provide N95 or other masks designed for adverse air quality conditions.

VII. Licenses, Permits, and Special Requirements

A. Onsite Food Storage Requirements

All food must be stored in compliance with the health codes and kept at least 18" above the ground.

B. Taxes

Retail sales taxes and Business and Occupation taxes are the responsibility of the individual vendor. Most vendors are required by law to have a Washington State Master Business License Number and must supply this tax number when application is made to sell at the Market. ***(Note: Vendor's application will not be processed without this number or explanation as to why it is not required.)***

C. Insurance

All vendors must show proof of current automobile insurance for on-site vehicles, and provide the Market with policy numbers, which will be kept on file. Vendors are also required to obtain product liability insurance and list Carnation Farmers Market as additionally insured.

D. Permits and Licenses

All vendors shall provide at the time of application copies of any permits and licenses applicable to the sale of their products. These may include the vendor's Washington State UBI#, Food Handlers Permit, Washington State Dept. of Agriculture Food Processors License, Certification for Organically Grown Produce, Grade A Dairy Permits, Pesticide Applicator's License, Nursery License or Department of Fisheries Wholesale License.

E. Organic Products

If a product is labeled "organic," it must be certified in accordance with Washington State law and the standards set forth by the National Organic Program. Verbal or written declarations of organic status not certified or verified, will result in termination of vendor's permit to sell.

When an organic producer is also selling non-organic produce at the same stand, the non-organic produce must be clearly separated from the organic produce and clearly labeled as conventionally grown.

F. Unsprayed, Pesticide-Free, or Low Spray

Written and verbal declarations regarding pesticide use which cannot be certified such as “Unsprayed” “Pesticide Free” or “Low Spray” will need a notarized affidavit attesting how these procedures are followed. This affidavit will be kept with the Market management for the season. Consumer queries regarding farming practices must be answered factually.

G. Processed Foods

All farmers and vendors who sell Processed Foods must be licensed by the Washington State Department of Agriculture and/or Liquor Control Board as a Food Processor or Winery. These foods include baked goods, breads, dried fruits, herbs, teas, baked goods, cider, preserves, jellies, canned and dried fish and meat, salsas, and salad dressings. Beekeepers that process their own honey do not need a Food Processor’s license, unless the honey is sold wholesale. Vendors who sell processed foods are responsible for understanding and meeting all WSDA requirements for processing and selling food and must provide copies of all permits and licenses to sell. Other King County Health Department requirements apply.

H. Labeling

Processed foods, including honey, have Washington State labeling requirements. Labels on processed foods must meet State requirements and include:

1. The name of the product
2. Company name
3. Address (if not found in the phonebook)
4. Net weight on bottom 1/3 of label
5. Ingredients listed in decreasing order of predominance.

I. Sampling

Special Health Department guidelines can be used at vendor booths for limited food demonstration and sampling. Please consult with the Health Department or Market Manager regarding these regulations.

J. Food Handler’s Permits

All prepared foods and baked goods vendors must have a current King County Health Department Food Handler’s Permit. All vendors providing food samples must also have a Food Handler’s Permit.

