



## **RULES AND REGULATIONS 2010**

**Days and times of operation:** Saturdays, 10:00 a.m. – 1:00 p.m. June 5-October 9

**Location:** Spencer Creek Grange, 86013 Lorane Hwy. (corner of McBeth Rd.) Eugene, OR

**Website:** [spencercreekgrange.org/market](http://spencercreekgrange.org/market)      **Email:** [market@spencercreekgrange.org](mailto:market@spencercreekgrange.org)

**Phone:** (541) 341-1709      **Snailmail:** Genie Harden, 85240 Chezem Rd. Eugene, OR

### **Mission Statement**

The Spencer Creek Community Growers' Market is committed to providing a venue for neighbors to sell their locally produced agricultural items with an emphasis on sustainable and healthy growing practices, while encouraging and supporting local food production efforts through the fellowship of community.

### **Site**

There are 16 spaces, 6 feet wide by 10 feet deep. Each space will cost the vendor \$5 per market day. A vendor can choose to reserve 2 consecutive spaces (for \$10) if they choose. Tables will not be provided but chairs from the Grange will be available. Folding tables or plywood on sawhorses 4-5 feet long are recommended. All food must be stored off the ground. Breakfast snacks will be served at the Grange's fundraiser café. The Grange restrooms will be available for use by the public.

### **Who May Sell**

Market members (vendors) will be mostly backyard growers or hobby farmers. This allows the producer to ask a lower price than those ordinarily asked in traditional farmers' markets. Commercial producers may be included when their products are not easily duplicated by hobby farmers, subject to approval by the steering committee, and must hold their own product liability insurance, naming the Spencer Creek Community Growers' Market as the additional insured.

### **Fees**

Vendors shall pay a \$10 yearly dues and each market day, each vendor shall pay \$5 per stall space.

### **What May Be Sold**

Products permitted without any specific licenses or extra insurance include **all fresh vegetables, fruits, nuts (in the shell), eggs, honey, herbs and cut flowers, plant starts, all raised by the vendor.** Any meats, dairy or other processed foods must be processed in a facility licensed by the Oregon Department of Agriculture, according to ODA standards (please see ODA publication Farmers Markets Guidelines: Minimum requirements for food safety) and members offering such items for sale may be required to carry product liability insurance. Copies of licenses and product liability insurance certificates will be submitted to the market manager. Processed items and meat or dairy items are also subject to approval of the steering committee.

## **Registering to Sell at the Market and Reserving a Space**

“Registering” means you have read and agree to these Rules and Regulations. It also means you have read and agree to the [ODA Farmers Markets Guidelines](#). You may register to sell at the market by filling out our [Market Registration Form](#) online. This form creates an account for you online and, upon submittal, will send a confirmation email to the address you provide. Clicking on the link in the email will take you to the [Vendor Reservation Page](#) where you can log in and make a reservation. Alternatively, you can fill out page 3 of this document and either give it to the market manager at the market or or mail it to Genie at the address at the top of this document.

Please note that you must first register before you can sell at the market. If for any reason you are unable to use the [Market Registration Form](#) on the web site, please email [market@spencercreekgrange.org](mailto:market@spencercreekgrange.org), or call the number at the top of this page.

### **Reserving a Space**

Make your reservation on our [Vendor Reservation Page](#). You may also reserve a space by emailing us at [market@spencercreekgrange.org](mailto:market@spencercreekgrange.org) or by calling us and leaving a message with your intention to sell, how many spaces you'd be requiring and, to the degree possible, what food you're intending to bring. Spaces will be assigned first come first served. If all the spaces have been reserved, you may opt to come “standby” in case there is a no-show.

### **No Shows**

Vendors need to give 24 hour advance notice if they cannot attend a Market day for which they have made a reservation. They can do this by phone or email. Vendors who notify the market with the intent to come and don't show up are still charged the \$5 they would pay had they shown up. At the 2nd occurrence, the vendor will be unable to make a reservation and only be able to attend “stand by” for the remainder of the selling season.

### **The Market Day**

Set up is from 9:00 a.m. to 10:00 a.m. and take down is from 1:00 to 2:00 p.m. Please do not set up or take down while the market is open. Produce should be clearly labeled and priced. There will be one commercially inspected scale available for growers to share, but it will be easiest if most of the produce is sold by the piece, pint, or bunch. The scale will be available starting at 9:00 a.m. If you bring a scale, it must be certified by the ODA Measurement Standards Division annually and a copy of certificate provided to market. Your name or farm name and location should be also prominently displayed for the public. If you will be accepting WIC or FDNP (Food Direct Nutrition Program) coupons, you can include signage to that effect.

### **Food Stamps**

The market accepts SNAP (Oregon Trail card.) There is a card swipe machine available at the market information booth. Interested shoppers ascertain how much “money” they'll need to buy what they'd like, and then swipe their card for that amount. They will be given “Spencer Creek Community Market Dollars” to then spend at your booth. At the end of the day, when you pay your stall fee, you'll exchange those coupons for either cash or a check from the market manager at the information booth.

### **Smoking**

Smoking will be allowed in designated areas only.

### **Pets**

No pets with the exception of service animals.

The Spencer Creek Community Growers' Market reserves the right to prohibit any product from being sold or any vendor from selling at the market.

The Market reserves the right to modify the rules and regulations as circumstances warrant.



## Market Registration Form

Name: \_\_\_\_\_ Phone number: \_\_\_\_\_

Farm Name: (optional) \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

### PRODUCTS FOR SALE THIS SEASON(include all best intentions).

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I have thoroughly read Spencer Creek Community Grange's Rules and Regulations and ODA's Farmers Markets Guidelines and agree to abide by both sets of rules.

Signature(s) \_\_\_\_\_

Date \_\_\_\_\_

Please return this form before attending the market as a vendor.

Genie Harden  
85240 Chezem Rd.  
Eugene, OR 97405