

2009 Caddo County Farmers' Market Rules Regulations and Guidelines

The Caddo County Farmers' Market was established to provide growers an outlet for their Fruit and Vegetable Products. Cut Flowers and Plants will not be sold during 2009. ***No potentially hazardous food*** may be sold, according to the Oklahoma State Health Department (Chapter 255, Subchapter 1, General Provisions 310-255-1-2, Definitions, Food Service Establishment Regulations, effective June 25, 1994) that consists of: whole or impart of milk, milk products, eggs, meat, poultry, fish, shellfish, edible crustacean, or other ingredients including synthetic ingredients, in a form of capable of supporting rapid and progressive growth of infectious or toxic micro-organisms are included in this provision. If selling by weight all scales must comply with the Oklahoma Department of Agriculture, Food, and Forestry weights and measurements regulations and certifications. All scales are subject to ODAFF inspection. Non-fruit, vegetable, cut flower, and plant vendors such as crafts, artwork, and clothing will be allowed to participate if booth space is available, but not more than 20% of the market sales can be from craft-type items. Fail to follow these Rules, Regulations, and Guidelines may result in being refused booth or space rental.

2009 Schedule: Market opens June 16th and runs through August 29th and be held from 8:00 AM to Noon each Tuesday.

Location: The Caddo County Farmers' Market will be held at 110 West Central (intersection of Central and 2nd Street) in Anadarko, Oklahoma. Vendors will set up in the West Parking Lot and vendor tents may be set up on the north side of the parking lot.

Vendor Responsibility: If a vendor is found to be in ***non-compliance*** with the Caddo County Farmers' Market Rules Regulations and Guidelines, penalties could include a fine, refusal of future booth space and/or expulsion from the market for the remainder of the season. Complaints may be submitted to the Caddo County Vendors Association Board of Directors, along with a \$25.00 complaint fee. Vendors are required to sell quality products. ***No processed foods*** shall be sold (for example; shelled peas and cracked pecans will be considered processed foods). ***Packaged foods*** may be sold if they meet the guidelines of ***Oklahoma Grown*** status as defined by the Oklahoma Department of Agriculture, Food and Forestry and meet appropriate Oklahoma state license and labeling laws and the requirements of the Caddo County Health Department. The Caddo County Vendors Association will appoint ***Market Inspectors*** to police market booths for any produce that is in unsatisfactory condition.

Product Labeling: Products for sale will be ***labeled and priced per unit*** with a Caddo County Farmers' Market Sale Card that will be provided. Product labeling cards must be in place prior to each booth making its first sale of the day.

Booth Sign: Vendors must have a sign at least 22" X 28" with their vendor name listed. Poster board for making a sign may be purchased at the registration desk if needed for \$1.00 per sheet.

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Membership Fee: The Caddo County Farmers' Market will charge a \$20 vendor membership fee in 2009.

Booth Fee: 10' X 20' Booth Space will cost \$5.00. Two adjoining spaces will cost \$15.00. Vehicles and trailers loaded with produce may need a special location designation if there is not room in the market area. There are no booth charges Caddo County Farmer's Market paid vendor members.

Table & Chairs: Vendors will be required to bring their own tables and chairs in 2009, unless funding becomes available. And any product stands that they may need.

Booth Selection and Allocation: Vendors will be given space priority if they participate each week. The objective is to provide a consistent location so that customers know where to find their favorite Vendors each week. Booth Selection and Allocation will be made at the Registration Desk. If Vendors rent more than 1 booth space but are not using the space efficiently for sale of produce, they will forfeit their fee and the space rented to another Vendor.

Parking: Parking will be available on the north and east sides of the Parking lot at 110 West Central in Anadarko, OK.

Vendor Unloading: Vendors may place their produce, including vehicles or trailers with produce in the booth space between 7:00 AM and 8:00 AM.

Sales Tax Permits: Vendors are required to collect and submit Oklahoma State Sales Tax. The Oklahoma Tax Commission Office number is 405-521-3160.

Personnel: The Caddo County Farmers' Market Inspector is appointed by the Caddo County Vendors Association Board of Directors.

EBT Machines: EBT Machines and Customer tokens may be provided by a grant from the ODAFF. Customer may use Access Cards and Debit Cards to purchase Caddo County Farmer's Market Tokens. Vendors will have the option as to whether to accept the Caddo County Farmers Market Tokens. Tokens accepted by vendors should be turned in at the end of the day to the market manager and the dollar amount will be reimbursed on the following Tuesday. Vendors will only be reimbursed for Caddo County Farmer's Market Tokens. **You must be a Paid Member Vendor to participate in EBT Machine/Token Program.**

Volunteers: If you would like to volunteer to assist with the Caddo County Farmers' Market contact David L. Nowlin at the Caddo County OSU Extension Office 405-247-3376.

For Further Information:

Caddo County OSU Extension Office 405-247-3376 david.nowlin@okstate.edu