

## Market Information and Guidelines for the 2010 Season



**Brooklyn Park Farmers Market**  
**Wednesdays, June 23- October 20**  
**3:00 p.m. – 7:00 p.m.**  
**Zane Sports Park Parking Lot**  
**8717 Zane Avenue**

**The Brooklyn Park Farmers Market** is a market in which farmers, growers and producers sell their own products directly to the public. This market will emphasize quality and freshness.

### Application and Fees

- Those wishing to participate in the market must complete an application form and return it to the City of Brooklyn Park before consideration for participation in the market. **The stall fee does not cover any required license fees.**
- The City of Brooklyn Park shall review and approve all vendor applications before a vendor can participate in the market. Space at the market and the items a vendor offers will be factors in determining approval.
- Applications are due by February 28, 2010. Vendors will be notified of their status by March 31.
- Vendors will be asked to send the appropriate stall fee after they are accepted into the market to the City of Brooklyn Park by May 1 or forfeit their spot.

### Market Goods

- The following items are approved for sale:
  - Vendor grown fresh fruits and vegetables
  - Vendor grown herbs and spices
  - **Farmstead products such as cheese, meats, fish, poultry, eggs, baked goods, honey, maple syrup and preserves, if prepared and packaged in accordance with rules established by the MN Department of Agriculture**
  - Vendor grown bedding plants, hanging and potted plants and cut flowers
  - Vendor grown dried flowers or plants
  - A limited number of crafters will be allowed into the market to sell their goods.
- Products not listed above must receive clearance from the Market Coordinator before sale.
- **Products purchased for resale at the market must have prior approval of the Market Coordinator.**
- Vendors may not sell any items not approved or shown in their market application. Market staff has the right to ask vendor to remove products.
- All items must be prepared, displayed and stored in accordance with Minnesota Department of Agriculture, Minnesota Department of Health, and Brooklyn Park Community Health Department guidelines.

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- All producers of processed items (cheese, meats, jams, jellies, syrups, baked goods, etc.) are required to adhere to all state and local laws pertaining to the production and selling of such goods.
- Processed food items should be sold with a valid processing license or comply with Minnesota labeling law requirements.
- Produce sold as organic must have originated from an organic grown certified farm.
- Farmers/growers that are not certified organic can advertise or sell produce as “chemical free” if they practice chemical free farming.
- All items should be sold by bulk, bundle or individual item. Items sold by weight units of measure require a Minnesota State Certified Scale.
- Market staff or their representatives reserve the right to inspect crops and production areas at any time before or during the market season.

### General market guidelines

- Vendors may begin setting up at 2:00 p.m., but not before that time, on market days. A Market Manager will be at the market location at 2:00 to check in vendors and assist vendors with any questions they may have about setting up.
- **The market will begin at exactly 3:00 p.m. No selling or bagging items before 3:00 p.m. Failure to comply with the starting time will result in a \$10 fine and/or loss of future selling privileges.**
- **The market will end at 7:00 p.m. No selling or bagging items after 7:00 p.m. Failure to comply with the starting time will result in a \$10 fine and/or loss of future selling privileges.**
- In the interest of customer and vendor safety, there will be no moving vehicles in the market area between 2:45 p.m. and 7:05 p.m. If you arrive after 2:45, you must park in an adjacent area and walk your merchandise and supplies (tents, tables, etc.) to and from your stall location. Failure to comply with this regulation may result in a loss of future selling privileges.
- Market vendors must be ready to start selling at 3:00 p.m. on market days. The City of Brooklyn Park encourages vendors to be in place 30 minutes before the market opens, no presales are allowed.
- The general cleanliness of the market area is everyone’s responsibility. All vendors must keep their area neat while selling and make certain that the area is clean before leaving.
- Vendors must remove all trash from the market area by 8:00 p.m. This includes produce debris, bags and boxes as a result of their sales. Trash cans are provided only for incidental trash.
- All vendors must have signs displaying their name or farm name and the town they are located.
- Price, terms of sale, etc. are between buyer and seller only.
- Market will occur rain, or shine.
- One stall is two side by side parking spaces; all items must be contained within the stall.
- Vendors are allowed only one vehicle in their assigned stall. Vehicles may also be parked in an adjacent lot.
- Vendors are responsible for providing all tables, canopies and other items needed for their display.

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- Tents and canopies must be weighted down.
- No stakes may be pounded into the pavement.
- No electricity or water is provided or available.
- Stall space will be assigned by market staff for the entire season.
- Stall space is not transferable.
- Market staff has the authority to move and reassign stall space to enhance or facilitate market operations.
- Stall space is available to those actively engaged in producing accepted products. Accepted products are those listed in the Market Goods section of this document.
- All displays must be neat and tasteful.
- Alcoholic beverages and smoking are prohibited at the market.
- Pets are not allowed within the market area.
- All vendors should represent themselves in an appropriate manner, dress, and state of cleanliness. Shirts and shoes must be worn.
- All vendors agree to abide by fair business practices.
- Any vendor who the market staff feels is not complying with the market rules may be asked to leave. The vendor in turn may petition to be re-accepted to the market if approved by the Market Coordinator.

### Permits, licenses, taxes and insurance

- A market permit will be provided to each vendor. It must be visible in the stall at all times and is not transferable.
- All permits and licenses required by the City of Brooklyn Park, the State of Minnesota or the Federal Government are the sole responsibility of the vendors.
- Any required sales tax collections and remittances are the sole responsibility of the vendors.
- The City of Brooklyn Park is not liable for any injury, theft, or damage to either the buyer or seller, or their property, arising out of or pertaining to preparation for or participation in the Brooklyn Park Farmers Market; whether such injury, theft or damage occurred prior, during, or after the Brooklyn Park Farmers Market, seller further agrees to indemnify and hold the City of Brooklyn Park harmless for and against any claims for such injury, theft or damage.
- All vendors should carry their own general liability and product liability insurance, as the City does not provide this coverage.

If you have any questions please contact the Special Events Coordinator at 763-493-8013 or [farmersmarket@brooklynpark.org](mailto:farmersmarket@brooklynpark.org)