

# 2022 Operations Procedures

The WSS Farmers Market will be held on Thursday evenings from 4 pm – 6:30 pm weekly, from June 9th through September 1st, 2022. Market setup time will be at 4:30 pm. The market will close promptly at 6:30 pm and all vendors will remain for the duration of the market time each day that they attend, be responsible for cleaning up their area, and share with the general area clean up until the task is complete. The market is a smoke free environment. Vendor & customer pets are allowed, and per city ordinance all pets are to be on a leash.

## Vendor Participation:

- Vendors must obtain a (1) time permit for the cost of \$30.00 (covers the entire market season) from **City Hall (not the Courthouse)**.
- Vendors will sign a registration statement and waiver of liability at the beginning of their participation for the season as no insurance is available.
- A participation fee of \$10 per market day will be charged for all vendors, for (1) 10x10 space, effective upon arrival, except for community projects (i.e., 4H, Closeup, etc.)
- The purpose of the fee is to support advertisement, insurance costs and port-a-potty rent for the market season.
- First time vendors must register, be given information on Market Operations, and have no fee.
- All vendors will clearly display their name and address on an 8.5" x 11" page on their table or stand, and the sanitarian's certificate of baked goods approved for sale.
- Licensed concession vendors will be allowed to participate and sell their goods upon presentation of a current license.

## Musical Participation:

- Live entertainment will be encouraged for whatever tips they merit.
- Music must be "Family Friendly", no profanity or suggestive sexual language.
- Setup times will be 4:00-5:00 pm and tear down begins at 6:15pm.

## Products to be sold:

"Raw and unprocessed farm products" grown in Montana, baked goods as described below, locally made crafts, and art from local artists. Upcycled goods are also allowed.

PLEASE READ THE FOLLOWING INFORMATION PRIOR TO REGISTERING -

<https://dphhs.mt.gov/publichealth/fcss/cottagefoodfarmersmarkets>

## Selling without a license:

- Unprocessed garden produce and fruit.
- Preserves (jams, jellies, compotes, fruit butters, syrups - that are hot-processed, hermetically sealed and are shelf stable at room temperature) labeled with name address and ingredients.
- Baked goods (excluding those requiring refrigeration) will be labeled with ingredients as well as name and address of vendor. Contact the Market Manager for additional information.
- Plants, cut flowers, bouquets, trees, and shrubs.

## Selling with a license or cottage industry registered permit:

Local food items produced and prepared in such facilities may be sold with current license/permit signage on display at the market stall. Items for sale will be labeled with required language as well as ingredients and name and address of vendor. Contact the market master with questions you may have.

# WSS Farmer's Market Registration

Vendor

Musician

Contact Name: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Products you intend to sell: \_\_\_\_\_

Will you be using a generator? \_\_\_\_\_

Musician available dates: \_\_\_\_\_

**\*If you are selling any food items, the market manager will contact you.**

**The WSS Farmer's Market is not responsible for any vendor, their product, or breakage/loss of their product. Each vendor is responsible for their own liability.**

I have read and agree with the Operations and Procedures of the WSS Farmer's Market.

\_\_\_\_\_  
Signature of Vendor/Musician

\_\_\_\_\_  
Date

For more information or any questions please email – [meagherchamber@gmail.com](mailto:meagherchamber@gmail.com)

**Please return this completed form no later than June 1<sup>st</sup> to either of the following:**

Mail - Meager County Chamber of Commerce, PO Box 356, WSS, MT 59645

Dropoff - Twin Sisters Trading Co., 14 S Central, WSS, MT 59645