

2017 Mississippi Valley Growers' Markets Rules

	Davenport Market Fees	Bettendorf Market Fees
	Saturday/Wednesday	Monday & Thursday
Daily	\$20.00/\$10.00 per stall	\$10.00 per day
Seasonal	\$150.00 per stall	\$100.00 per season

Definitions

Vendor: Herein applies to both seasonal and daily person selling in market – fruit/vegetable producer, floriculture/nursery crop producer, producer of wine, honey, jams/jellies, dried noodles, eggs, meat, or other farm products, baker, or artisan/crafter.

Stall: one parking space, nine feet wide.

Board: current Board of Directors for the Mississippi Valley Growers' Association, Inc.

Market Committee Chairperson: person in charge of markets at the direction of the board.

Market Representative: the person(s) designated on market committee in each location or hired personnel.

MVGA: Mississippi Valley Growers' Association, Inc.

1. Farmers' Markets are May 1, 2016 through October 30, 2016. The Davenport Farmers' Market is at 320 W. Kimberly Rd., Northpark Mall East Entrance, between J C Penneys and Sears. Hours are from 8 a.m. to 12 p.m. on Wednesdays and Saturdays with set up prior to 7:30 a.m. for seasonal vendors and after 7:30 a.m. for daily vendors. On Saturdays all vendors must be parked by 7:45 a.m. No vehicles will be allowed to move through aisles after 7:45 a.m.

The Bettendorf Farmers' Market at 2117 State Street, between Alter Building and power station, is from 2:30 p.m. to 5:30 p.m. on Mondays and Thursdays with set up prior to 2:00 p.m. for seasonal vendors and after 2:00 p.m. for daily vendors. No markets will be held on Memorial Day and Labor Day.

2. The market has homegrown, home-baked, and home-crafted products sold by the producer or the producer's immediate family. **No brokered produce will be allowed in the market and no product may be sold on commission except as provided in rule #10.** 75% of an item offered for sale must be grown or made by the vendor or the vendor's immediate family. 25% allows for a baker to buy basic ingredients, a crafter to buy basic materials, and a grower to buy plant plugs or sell produce as a favor for a neighbor or another vendor in our market.

3. The Iowa Code provides as follows: "The following products may be sold at a farmer's market without being licensed under Iowa Code 137.4 at market location: 1) Baked goods except the following: soft pies and bakery products with custard or cream filling, as well as other potentially hazardous items. These products must be labeled in accordance with rule 481-34.3 (137D). 2) Wholesome, fresh eggs kept at 45 degrees ambient temperature. 3) Honey which is labeled per rule

481-34.3 (137D). 4) Prepackaged, non-hazardous food products prepared in an establishment licensed under Iowa Code section 137F.4 as a food establishment or a food-processing establishment. 5) Fresh fruits and vegetables. 6) Jams, jellies, and dried noodles.”

“Specific items which cannot be sold at such a facility include: homemade butter, raw milk, home-canned fruits or vegetables, hermetically sealed containers, meats, meat products, or other potentially hazardous food unless mobile licensed or a farmers’ market license.” For questions, contact the Scott County Health Department at (563) 326-8618 Karen Payne ext. 8810 or Lindsay Gorishek ext. 8997.

Processed foods must be appropriately labeled including common name of the food, a list of ingredients if it is a multi-ingredient food, name & address of processor, and quantity in terms of net weight, volume, or numerical count (example: six cookies). All food must be placed off the ground. Plants, flowers, Indian corn, gourds, decorative materials, and crafts, which previously have been approved by the market committee, may also be sold. Iowa sales tax numbers are required. Contact Sheryl Puls of the Iowa Department of Revenue at (515) 802-7002.

4. Items shall be sold by weight, measure, or count. Scales are subject to inspection by the market representative, the State of Iowa Inspectors, or any others with legitimate reason to inspect.
5. No vendor shall attract attention to products by outcry in a boisterous or annoying manner. Vendors shall not solicit customers who have not voluntarily approached their stall.
6. Vendors shall keep their space and surrounding area clean and free of debris. All walkways must be kept clean at all times. Clean up equipment is the responsibility of the vendor.
7. If a vendor does not adhere to these rules, the vendor shall be verbally warned and a report made to the board. Thereafter, the board may impose a fine of \$20.00 and/or a forfeiture of the vendor’s right to sell at the market as the majority of the board determines.
8. All Iowa Farmers Market Nutrition Program certified vendors must adhere to the rules and regulations of the program.
9. The Mississippi Valley Growers’ Association and/or their market representative(s) reserve the right to refuse any application and deny space to any vendor who does not conform to the rules, contained herein or in the vendor contract, or whose products are not suitable for market. Visits to vendors’ operations will be made by the Mississippi Valley Growers’ Association and/or their market representative(s).
10. A vendor who first meets the criteria for MVGA may seek permission of the market committee, one week in advance, to procure and sell produce not otherwise available locally or not in sufficient amounts so that the produce procured would be an asset to the market.
11. All vendors must fill out a registration form, sign a vendor agreement, and submit a certificate of liability insurance before selling at the markets.

12. All vendor stalls may display business name and price signage. Iowa Department of Agriculture, Iowa Department of Human Services, Iowa Department of Revenue, and Scott County Health Department signage such as Iowa Farmers' Market Nutrition Program sign, scale license, Electronic Bank Transfer sign, Iowa Sales Tax Permit, and mobile licenses shall be displayed as appropriate or shall be available upon request. No other signage will be allowed in vendor stalls on tables, awnings, or vehicles unless at the discretion of the board.

13. Vendors shall not distribute letters, pamphlets, magazines, petitions, etc. to other vendors or customers and shall not solicit vendors or customers to support other organizations or fund raising without prior approval by the board. Likewise, customers shall also be discouraged from soliciting and distributing.

14. No vendor may purchase more than four stalls/parking spaces in the market. Seasonal vendors will be assigned a location for the season. However, vendors may be required to relocate to accommodate special events.

15. Seasonal vendors must **pay the fee before October 31, 2016** to reserve the same stall for the 2017 season provided all conditions with leases stay the same. The MVGA treasurer may not reserve a vendor's stall until a certificate of liability insurance naming the Mississippi Valley Growers' Association, Inc. as a certificate holder is on file with the MVGA. The MVGA has a policy of no refunds. Credit for the following year may be given at board discretion for crop failures or vendor illnesses.

For your information: Stalls not purchased become open for paid vendors who choose to move. All paid vendors have the option to relocate to newly available stalls, with the newly available stalls offered to vendors in order of most attendance in the previous season. After paid vendors have selected stalls, unsold stalls are offered for sale. Non-seasonal vendors in 2016 may prepay for 2017 and will be considered in order of payment for available stalls.

16. Seasonal vendors shall notify market representative about starting dates and absences. Saturday daily vendors need to reserve in advance a stall by contacting the market representative.

17. Crafts must be approved by the market committee.
Contact Michelle Carstensen at (563) 386-5059.

18. At the discretion of the board, non profits are allowed one free space once a year to educate the public and must provide a certificate of liability insurance to the MVGA. Non profits that want to sell something must pay, their product must qualify for the market, and they must provide a certificate of liability insurance.

Board of Directors

President: Janice Claeys (563) 381-3487
Vice President: Eli Landwehr (309) 312-1425
Secretary: Dave Carstensen (563) 386-5059

Treasurer: Gary Weber (563) 332-5529
Director: Eric Storjohann (563) 893-2543
Director: Rod Harrison (563) 288-3401
Director: Bob Fielding (309) 944-7900

Market Committee

Dave Carstensen (563) 386-5059
Michelle Carstensen, Craft Reviews
(563) 386-5059

Steve Sink

Publicity Committee

Jane Weber, Chm: TV/Radio, Grants
(563) 332-5529

Michelle Carstensen: Print Ads
(563) 386-5095

Janice Claeys: PSAs
(563) 355-4416

Kelli Twigg: Facebook
(563) 249-1258

IA Farmers' Market Workshop

Gary & Jane Weber
(563) 332-5529

QCCA Flower & Garden Show

Michelle Carstensen
(563) 386-5059

Wally Planner
(563) 349-4025, (563) 381-3487

Customer Counts

Mike Ryner
(563) 355-8950

Special Event Permits

Event chairpersons need to notify Gary Weber (563) 332-5529 by April 1st of their plans so that he can submit the applications for permits.

Special Events at Market

Event chairpersons are responsible for having a hand washing station if food is being served. The budget allows for a maximum of \$50.00 on expenses per event unless more is approved by the board in advance of the event. Receipts must be submitted to treasurer to receive payment.