



# Village of Green Oaks

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## VILLAGE OF GREEN OAKS FARMER'S MARKET RULES OF OPERATION 2012

### LOCATION OF MARKET

The 2012 Green Oaks Farmer's Market is located at Lambs Farm at the intersection of I-94 and IL Route 176 in Green Oaks, Illinois.

### PRODUCER DEFINITION

A grower or producer is a person offering for sale articles for consumption, such as fruit, vegetables, edible grains, nuts and berries, apiary products, maple sugars, syrups, and non-edible articles, such as cut or potted flowers, which articles have been raised, prepared or processed by the grower or producer, members of his family or by persons in his employ and subject to committee approval. *The participant must receive approval for all products being brought into the Village of Green Oaks Farmer's Market for resale.* If this rule is violated and substantiated, the participant will be asked to leave and forfeit any fees paid.

### ENFORCEMENT OF RULES

Participants of the Market (producers and not-for-profit organizations) must at all times conform to Market rules. The Village Board of Green Oaks has full authority to enforce all rules. Any participant failing to comply therewith will lose their space at the discretion of the Village of Green Oaks Market's rules supplement Village code and provisions.

### TIMES AND HOURS OF THE MARKET

The Village of Green Oaks Farmer's Market will operate every Friday from June 22<sup>nd</sup> through October 5<sup>th</sup>. Hours are from 1:00pm to 6:00pm. Producers are requested to have their vehicles in place by 12:15 pm to allow everyone to park and set up their produce for sale. Parking location for vehicles will be communicated to producers prior to opening day June 22, 2012. Participating producer spaces will be allocated based on the order in which paid and completed contracts are received.

### DISPLAYING AND SELLING GOODS

Goods may not be sold directly from the trucks. You are encouraged to use your trucks for storage of extra produce and refrigerated goods. Participants must furnish their own tables, chairs, or other display items. Participants may not erect signs of any kind other than placards on their products. All items must be clearly marked showing prices in full view of customers. In case of rain, you must provide your own protection as the Farmer's Market will have no shelter available.

### PRODUCER CONDUCT

Producers at the Market, as well as their employees, shall at all times conduct themselves in a pleasant and courteous manner. Producers and their employees shall avoid using all unduly loud, vulgar, profane or otherwise disagreeable language. They shall further avoid all appearance of having been or being in a drunken or intoxicated condition. They shall further avoid any belligerent action or actions, which lead to or promote disputes, disagreements, or altercations with other producers, prospective customers, visitors or any other persons on the Market and Lambs Farm premises. In the event other persons, other than a producer or his employees, cause or promote an altercation or dispute with a producer, the producer shall seek the advice and assistance of the Assistant Village Administrator.

### GENERAL REGULATIONS: NO PRODUCER SHALL

- Sell apiary products, maple sugars or syrup and processed food unless properly labeled in accordance with State Standards for labeling.
- Sell or offer any article according to weight except in accordance with the established standards for weight in the State of Illinois.
- Sell or offer any article for sale, which is not his, or that of his family or persons in his employ.
- Sell or offer any unwholesome or spoiled articles; attract attention to his goods by hawking or crying out.
- Sell or offer any article without obtaining an Illinois State Tax License for the current year and have it in his possession.
- Transport or display food without adequate protection against contamination. Delivery trucks and other equipment used for transportation and display shall be kept clean at all times.
- Allow any waste, garbage or any other refuse to remain in or near his space after the closing hour of any Market day. The producer is responsible for removal of all such waste from the Market grounds.
- Bring any pets or animals into the Market.

### ORGANIC PRODUCE

A participating farmer may bring in organically grown produce. They must be able to certify that the produce is organically grown and must forward to the Village of Green Oaks Farmer's Market committee appropriate documents substantiating that they are organic growers.

### LIABILITY AND INSURANCE

The Village of Green Oaks will not be responsible for theft or damage of property or equipment from the stalls, or elsewhere on the Market premises. The Village of Green Oaks and Lambs Farm demand that all producer participants of the Village of Green Oaks Farmer's Market carry Liability insurance and have proof of said insurance with them at all times when present at the Market, as well as on file at the Village of Green Oaks Administrative Office. The minimum liability level of insurance is \$1,000,000. Proof of insurance must be submitted with your contract.

LAKE COUNTY HEALTH DEPARTMENT CERTIFICATE:

Since 2007 all vendors participating at Farmer's Markets handling or selling any food product must have a valid Lake County Health Department Certificate in addition to a copy on file at the Village of Green Oaks Administrative office. You must also have this certificate with you at your booth at all times. Inspections by representatives of the Lake County Health Department will make periodic inspections.

THE VILLAGE OF GREEN OAKS FARMER'S MARKET BUSINESS LICENSE CERTIFICATE:

All producers participating at the Village of Green Oaks Farmer's Market must have a valid Village of Green Oaks Farmer's Market Business License Certificate. Producers must also have this certificate with them at their booth at all times.

QUESTION OF PRODUCE LEGITIMACY

The following procedure will be used if a farmer's produce is questioned regarding its origin on his farmland:

- The person challenging a farmer's product legitimacy should first discuss the complaint with the Market Manager.
- Should the matter not be resolved in this manner, then a signed complaint should be put in writing and given to the Market Manager.
- The challenged farmer will be told by the Market Manager of the complaint and informed that if the questioned goods are not produced by him, he should cease to bring them to the Market.
- If the farmer in question continues to bring the challenged produce and a second complaint is entered, the farmer is notified that an inspection will be made of the specific location listed on the Farmers Market application as to where such items are reportedly grown.
- If the complaints are such and the amount is sufficient, it is the discretion of the Market Manager to make the recommendation that the farmer be removed from the Market.
- No portion of the Market fee will be refunded. PRODUCER SPACE RENTAL FEE AND SALES TAX INFORMATION.

The total fee for the 2012 season is \$340.00. A \$110.00 (non-refundable deposit) is due no later than March 1, 2012 a second installment of \$110.00 is due April 1, 2012 with the balance of \$120.00 due June 18, 2012 by 2pm.

Failure to comply may mean forfeiture of your space and no refund will be made on fees already paid.