



**Mission statement:** The Montrose Harvest Market is to provide a farmers market that delivers high quality service and agricultural goods directly to the community.

**Goal:** To feature California's diverse agricultural products and producers, while highlighting the Montrose shopping park.

**Vision:** To foster programs that help the local community to become aware of small farmers issues, youth involvement will be part of all Harvest Market programs and events.

## Montrose Harvest Market Guidelines & Rules

5/2002

1. Members shall follow all Agricultural and health regulations as per State of California's **Direct Marketing laws**.
2. **Only approved vehicles allowed**, all others must off-load and park in assigned off-site parking.
3. Set up no earlier than 8:am and depart no later than 2:pm. Market hours are 9: am to 1: pm. Arrive no later than 8:40 am depart no earlier than 12:30 pm
4. **Opening bell** all members must wait for the opening bell to begin sales to the public. No pre-bagging / pre- paying.
5. **Late to market** procedure is to phone the markets cell phone and wait for directions before setting up.
6. **Space and location** is on a pre- approved member & reservation basis. A rotating schedule of four locations will dictate weekly space allocations. All space assignments are final, cancellations must be within 48 hours before market bell or a fee will be applied to the members account.
7. Safety first all boxes, containers must be kept within assigned booth area.
8. **Signs / banners** must be pre approved by market operator.
9. All umbrellas; canopies, shade structures shall be in good condition **Displays shall be safe** and presented in an approved wholesome fashion.
10. **Please be courteous** to your neighbors and the public at all times, offensive behavior is grounds for immediate suspension from membership.

11. **A detailed load list** shall be signed and turned in for each day of sales.
12. **High quality service and goods** for a fair price is the goal of the marketplace, dumping/price fixing, is strictly prohibited
13. **Members must stand behind their products**, be prepared to warrant your products pure, and have a established refund policy for difficult sales, Post prices clearly.
14. **Sampling** of products shall be offered in an approved fashion only. No promoting outside your assigned space. Sampling must take place from the plain of the table.
15. **Membership is established** by the number of attendance days per quarter of participation. Ability to supply demand and quality of products will be considered in cases of comparable seniority and market need. The spirit of a free market place will be the standard, though individual products may be deemed inappropriate for sale at the Montrose Harvest Market.
16. **Prospective members** must apply and complete an application and be assigned a wait fist assignment. Prior to admission an annual \$25 membership fee must be paid, a complete and verified application shall be on file with the market operator. The market operator determines membership approval and space assignments.
17. **Suspension and expulsion of members** shall be administered and enforced by the market operator and the MSPA Harvest Market committee, in a fair and equitable manner. Membership may be suspended or revoked upon documentation of repeated market rules / guidelines, or State code violations. Members who are out of compliance are subject to a fine and citation procedures. First notice is a written notice. Second written notice includes a \$50 fine. The third notice shall include a \$100 fine and a referral to the MSPA for additional sanctions including possible revocation of membership.
18. Fee schedules are established by the MSPA, a pre paid account may be utilized for collection of fees and commissions; otherwise payments are receivable at the conclusion of the market day. A \$1.00 fee for administering AB593 State fee shall be paid each day of sales. Members who sell taxable goods are responsible to the State Board of-Equalization and must post a valid sellers permit at their stand.
19. **All members' employees** shall have an authorization form on file with the market operator prior to sales, the employees on record are your "responsible party"
20. **Members are required** to meet an annual participation standard through active participation at-the Montrose Harvest market by the Farmer / business owner, or family member a minimum of once per year.

**I have read and will abide the guidelines & rules of the Montrose Harvest Market**

Print name\_\_\_\_\_

Signed\_\_\_\_\_

Date\_\_\_\_\_