

Please initials to acknowledge acceptance of rule-	<h2>2020 Welcome to the Portneuf Valley Farmers Market!</h2>
	<p><b>DATES AND TIMES:</b></p> <p>The market will open the second Saturday in May and close the last Saturday in October. Saturday hours will be 9:00 am – 1:00 pm, with setup beginning at 7:00am. Wednesday Markets begin May 26 with sale hours from 4:00 – 8:00pm (soft close) with setup beginning at 2:00pm. <b>FOR THE SAFETY OF OUR CUSTOMERS, PLEASE NO SALES BEFORE MARKET IS OFFICIALLY OPEN.</b> Vendors may choose to stay open after the market closes.</p>
	<p><b>FEES AND DUES:</b></p> <p>Fees may be paid by cash or check made payable to the Portneuf Valley Farmers Market prior to setting up for the first time of the season.</p> <p><i>For Participating Members:</i></p> <p>(1) \$100.00 membership dues plus \$15.00 for each additional 10' x 10' space. Additional spaces must be approved by the Market Manager.</p> <p>(2) 6% of gross sales or \$5.00, whichever is greater, to be paid at the end of each market day.</p> <p>(3) 15 minutes of service to be donated to the market per year of participation.</p> <p><i>For Temporary Members: Approved by Management and one board member</i></p> <ol style="list-style-type: none"> <li>1. \$25.00 per 10' x 10' space for the first market day, plus 6% of gross sales or \$5.00, whichever is greater, to be paid at the end of the market day.</li> <li>2. <b>On second and subsequent market days, \$10.00 per 10' x 10' space, plus 6% of gross sales or \$5.00, whichever is greater, to be paid at the end of the market day up to \$100.</b></li> </ol>

	<p><b>STORE FRONTS:</b></p> <p>It is important to <b><i>PLEASE CHECK IN WITH THE MARKET MANAGER BEFORE SETTING UP</i></b>, unless you have made prior arrangements with the Market Manager.</p> <p>Vehicles are allowed to drive into the market to set up prior to 8:30AM. After that time, please load your items in from a safe distance, as there may be customers already walking around the market. If you must use a vehicle after 830AM and prior to customers departing, you are required to contact the Market Manager to create a safety zone for your vehicle. Please unload your and move your vehicle in an efficient manner to allow the next vendor a chance to get in to unload.</p> <p>Tents &amp; canopies are not required, but strongly suggested and must be securely tied down with a minimum of 15lbs of weight per leg corner.</p> <p>Every effort will be made to allow <b>consistent vendors to retain a specific space, however, I, the vendor agree to be FLEXIBLE.</b> It also may be necessary to condense spaces where possible during peak participation times, making it possible to fit us all in! Make your area attractive and inviting. No walk-on vendors.</p>
	<p><b>IDAHO SALES TAX</b></p> <p>A temporary sales tax ID is available for the duration of the market season, if you do not have one. If you have a permanent tax ID, please display in your booth as required by the State Of Idaho.</p>
	<p><b>PRODUCE ITEMS:</b></p> <p>Please see “Ruling on <b>resale</b> at the Portneuf Valley Farmers Market.”</p>
	<p><b>CRAFT ITEMS:</b></p> <p>All crafters should complete an application to be considered as a vendor at the market. The number of crafters will be limited each year. No commercial items will be considered. The Market Manager and Craft Committee will review/approve applications as they are received.</p>

	<p><b>INSURANCE:</b></p> <p>Our market has a general liability policy. Please note that does not cover individual vendors. You may wish to consult an insurance agent for your own specific insurance coverage needs.</p>
	<p><b>CLOSING:</b></p> <p>If you sell out early, you can pack up, but you are required to leave a tent and table in your spot. NO Vendor will be allowed to depart entirely before 1PM. Leaving early creates a sense that the market is closing and tends to drive away customers attending at that time.</p> <p>No vehicles will be allowed in the market area, before or after 1pm if there are customers still shopping.</p> <p>Settle your daily market fees promptly at the end of the market day.</p> <p>Vendors shall clean up your area and place any garbage or recycling in appropriate containers. No dumping of waste water in roadways.</p>
	<p><b>MEMBER PARTICIPATION:</b></p> <p>Members should be willing to serve on various committees as needed and take an active role in assisting the market to grow and thrive.</p>
	<p><b>GENERATORS:</b></p> <p>Generators &amp; power must be approved by the Market Manager prior to use. A power surcharge will be collected at the end of the market day:</p> <p>10 amp &amp; below    \$5.00</p> <p>Above 10 amp    \$5.00 for each 10amp used</p>
	<p><b>CODE OF CONDUCT:</b></p> <p>As a market vendor, I agree to conduct myself in a professional, respectful manner at all times. I will demonstrate respect and professionalism at all times when working with the Market Manager, fellow vendors, customers and the Board of Directors. I understand the Market Manager has the right at any time to ask any vendor to leave based on inappropriate conduct or behavior. Any vendor asked to leave will do so with their space and inventory left in place until after the market closes. A member of the Board of Directors will secure the space until the vendor is allowed back in the market to clean up. Any vendor asked to leave will not be allowed to set up at any future market without the review and approval of the Board of Directors during their next regularly scheduled Board Meeting.</p>
	<p><b>RESPECT FOR PROPERTY:</b></p>

	<p>The City of Pocatello and Old Town Pocatello have provided the grass area, parking lot, Pavilion and restrooms for use by the Portneuf Valley Farmers Market. All vendors are asked to please respect the property. Please do not litter; always clean up after yourself and your customers. Do not use glass whenever possible. Recycle appropriate materials in the recycling containers. Keep the restrooms clean and if they need attention, please contact the Market Manager ASAP. Be respectful of the trees, plants and flowers. Do not tie banners of any type to the trees. Help keep kids from hanging on the trees or climbing the steel beams. Watch where you walk so the plants can grow and please do not pick the flowers. Thank you!</p>
	<p><b>HEALTH ISSUES:</b></p> <p>There will be no smoking by vendors. Homemade food items must be accompanied by a letter/license from the Southeast District Health Department. If you are planning to give out any samples of baked foods or produce you must contact the Health Department for the specific rules for your sample. They can be reached at 208- 239-5274. No live animals may be sold. No vendor pets allowed at the market.</p>