

Paris Community Market

Vendor Rules and Information 2024

Our Mission: To create a vibrant, fun and organized market that builds community and enhances our local economy by connecting local farmers, producers, crafters, and artisans directly with consumers.

Market Dates and Hours: Every Wednesday from May 8 through October 30 (weather permitting), open from 4pm to 7pm. Vendors may begin setup at 3pm and should be set up and ready to make sales when the market opens at 4pm.

Market Location: Memory Park, North Main Street, Paris, ID 83261 in between the Post Office and Subway.

Allowed Products:

1. Products for sale must be crafted, produced, or made by the vendor or their family and in the spirit of a farmers market or arts and crafts fair or as approved by the Market Manager. No garage sale, flea market, commercially made, nationally distributed items are allowed.
2. All products must comply with Idaho Health Department regulations. If you sell food or food products of any kind, read the section Food and Food Products on the next page. All food testing and permits need to be done before you are allowed to sell them at the market. Keep permits or your approved Cottage Food Risk Assessment form with you in your booth.
3. All products must comply with Idaho State Department of Agriculture (ISDA) rules as outlined on the next page. You are responsible for knowing which regulations apply to you and obtaining all permits or licenses before selling.

Vendor Check-In and Setup:

1. Before setting up each week, you must check in with the Market Manager and a space will be assigned to you for that day. Spaces are assigned on a first come basis and may be adjusted to achieve a cohesive market layout.
2. There are a few parking spots for vendors to park while unloading in front of the park and to the rear of the park. After unloading, move your vehicle away from these areas to allow customers to park. Do not stay parked in these areas and do not park in the Subway or Post Office parking lot.

Vendor Fees and Booths:

1. Space fees for the 2024 season are as follows: Full-season (27 markets) \$135, half-season (14 markets) \$105, third season (9 markets) \$90, or \$25 (single market; prepaid). These are prepaid rates and are not refundable and are due by April 30th. We welcome daily rate vendors for \$30 per market, to be paid on market day. We also encourage junior vendors to participate in the market and extend a \$5 per market rate to children 17 or younger with adult supervision. Non-profits or community groups may participate with an informational or fundraising booth at no charge (limited availability).
2. Vendor spaces are 10' by 10'. Spaces may be measured out to 12'x12' depending on layout. All spaces are outdoors so plan accordingly
3. You must provide your own tables, chairs, shade, supplies, change, and other items needed for your booth. Access to electricity is very limited with priority given to food vendors and music. If electricity is needed for your booth, notify the Market Manager as early as possible and a space close to power will be assigned. You must provide your own power cords as needed.
4. Safety is of the utmost importance to the Paris Community Market. All canopies, booths, and signs must be adequately and safely secured by weights and be windproof: you will be held responsible for any accidents that occur in those circumstances.

Selling:

1. Vendors are responsible for setting their own fair-and-reasonable prices. Giving away large quantities of produce or severely undercutting other vendors is not allowed.
2. Vendors are required to collect sales tax if applicable. After your application is approved, we will send instructions on how to register to sell at our event with the Idaho State Tax Commission with a temporary or regular sellers permit.
3. Vendors will represent themselves in a professional manner when interacting with customers and other vendors, and will maintain a clean and attractive display in their booths. Offensive remarks and conduct will not be tolerated.
4. Smoking or consumption of alcoholic beverages are prohibited in the market area.
5. Each vendor is responsible for keeping a clean space. Please provide trash containers for your booth, and pick up trash to help keep the market area clean.
6. The Market Manager is the first and final authority at the market. The Market Manager may refuse to allow any vendor or organization to set up or sell at the market and may ask anyone to leave at any point during the market for noncompliance.

It is your responsibility to know all current laws for Idaho and to know if you can legally sell your product at the Paris Community Market. The links below are only to help you find information and may not be current. If you are licensed to sell a product, you must carry your licensing on you when at the farmers market. All vendors are solely responsible for the products they sell.

If you sell food or food products:

➤ Some products fall under the Idaho Cottage Food Law. Cottage foods are foods that can be made at a person's home and sold directly to a consumer. Examples of cottage foods include: baked goods that do not require refrigeration, fruit jams and jellies, honey, fruit pies, breads, candies and confections, dried fruits, dry herbs, seasonings and mixtures, cereals, trail mixes, granola, nuts, vinegar and flavored vinegars, popcorn and popcorn balls, and tinctures that do not make medicinal claims. These items do not require a permit or license, but must be labeled with your name and contact information, a statement that the food was prepared in a home kitchen not subject to regulation and inspection by a regulatory authority, and a statement indicating that the food may contain allergens. See more info here or visit the Idaho Department of Health <https://foodsafety.idaho.gov>

➤ Foods that would require further testing by the health department include: salsas, pastry fillings, apple cider, fruit butters, vegetable jams and jellies, low-sugar jams and jellies. Contact Idaho Department of Health for further information, testing, and food permits.

➤ Vendors selling medium- or high-risk foods must obtain a food permit with your local health department. Licenses, fees, and inspection for your food operation need to be applied for and conducted before you are allowed to operate at the market. See <http://idahopublichealth.com/environmental-health/foodprotection> for further information.

Other products you sell:

May be regulated by Idaho State Dept of Agriculture (ISDA). See <https://agri.idaho.gov/main/>

- Bees (Apiary) - Registration of 50 colonies of bees or more is required with ISDA Bee Inspection Program. <https://agri.idaho.gov/main/plants/bees-apiary-inspection/>
- Dairy - Selling of milk and dairy products must conform with the ISDA Dairy Bureau. <https://agri.idaho.gov/main/animals/dairybureau/>
- Organic Certification - Growers must apply for and comply with Idaho State Department of Agriculture's Organic Certification Program, an accredited certifying agent of the USDA's National Organic Program. <https://agri.idaho.gov/main/about/about-isda/aginspections/organic-certification-program/> Vendors are not allowed to label or call their produce "Organic" at market if they are not a Certified Organic grower.
- Nurseries, Florists, Landscaping - Growers of less than \$500 gross annual sales are exempt from a nursery license but must register with ISDA. <https://agri.idaho.gov/main/plants/nurseries-florists-and-landscaping/>
- Eggs - Eggs from flocks of less than 300 birds may be sold without a state license. Eggs must be clean and the container must be labeled with the individual's name, address, phone number, the words "UNGRADED EGGS". <https://agri.idaho.gov/main/animals/avian-species/eggs/>
- Weights & Measures - Idaho Code requires any commercially used weighing or measuring device to be tested by ISDA W&M. <https://agri.idaho.gov/main/weights-and-measures/> Selling produce by the piece, bunch, bag, or box is recommended.
- Meat - Beef, lamb, and pork for sale to consumers must be slaughtered and processed in a USDA inspected facility. There are a number of these located around the state.
- Animal Feed, including pet food and treats - Register with the Idaho State Department of Agriculture with a product label that lists all ingredients and includes a Guaranteed Analysis. <https://agri.idaho.gov/main/plants/feeds-fertilizers-soil-and-plant-amendmentscommercial/>

Vendor Resources:

Idaho State Dept. of Agriculture: <https://agri.idaho.gov/>

North Central Idaho Health Department: <https://www.idahopublichealth.com/>

Idaho State Tax Commission: <https://tax.idaho.gov/>

Idaho Farmers Market Association: www.idahofma.org

Paris Community Market: Contact: Richard Spencer 208-269-5554 (text) or 208-860-5077 (call)

Mailing address: PO BOX 308, Paris, ID 83261

Website: www.almusfarms.com/market

Email: almusfarms@proton.me

Facebook: <https://www.facebook.com/groups/299082062860348>