



# Solon Farmers Market

June 7 - October 4 2022

## Market Guidelines

### Contact Information

Market Master - Jim Grieder  
Assistant - Theresa Grieder

Email - [theresagrieder@yahoo.com](mailto:theresagrieder@yahoo.com)  
Phone - 319-310-4671 (Leave a message)

Solon Rec Office Phone - 319-624-2499

### Location

Mushroom Park parking lot  
Corner of Hwy 1 and Main St. (at the stoplight)  
Downtown Solon  
Solon, IA 52333

### Schedule

1<sup>st</sup> Tuesday in June thru 1<sup>st</sup> Tuesday in October  
**Hours:** Tuesdays 4:00 pm to 6:00 pm (setup starts at 3:00 pm)

### Market Fees and Paperwork

\$80 - Season Pass  
\$7 per market - Daily seller  
No fee - 501(c)3 Organizations, including Solon school organizations

- Market fees are to be paid by cash or check to "City of Solon" and state "Solon Farmers & Vendors Market" on the comment line.
- Market fees must be submitted with signed paperwork (see Vendor Application and Indemnity Agreement).
- Daily sellers will be asked to sign paperwork and submit their fee before they will be permitted to setup for selling.
- At every market, all vendors are to report to the Market Master before the start of selling. Attendance will be documented and outstanding fees will be collected before selling will be permitted that day.
- Any vendor writing a bad check will be charged \$30 per check and no future checks will be accepted.
- Bad check fees must be paid in full prior to participation in another market in Solon.
- No refunds of market fees will be given.

### Liability

- The Applicant agrees to fully indemnify, save and hold the City of Solon, Iowa,, its officers, representatives, agents, contractors, subcontractors and employees, harmless from any and all liability to third parties (including reimbursement of reasonable legal fees and costs) to the extent caused by the act, error or omission of the Applicant, its officers, representatives, agents, contractors, subcontractors or employees in connection with participation in the Solon Farmers' Market.



### Acceptable Products

- Focus for the Solon Market is on homemade, handmade or homegrown items. At least 75% of items sold must be homemade and homegrown.
- Fresh produce and other farm-related products such as eggs, honey, bedding plants, baked goods, jams, jellies, frozen meats, cheese, etc.
- Arts, crafts, household products, etc.
- No live animals may be sold at the market.

### State and County Regulations for Farmers Markets

- It is the responsibility of the vendor to understand the current food safety regulations and possess the necessary permits, licenses, and certificates for sale items deemed necessary by the Iowa Department of Agriculture and Johnson County Health Department. Vendors with questions about food license requirements or certificates/permits should go to the Johnson County Public Health Department website ([http://www.johnson-county.com/dept\\_health](http://www.johnson-county.com/dept_health)), or email them at [www.johnson-county.com/health](http://www.johnson-county.com/health), or call by phone at (319) 356-6040.
- Contact the Iowa Department of Agriculture and Land Stewardship if you have any questions about farmers markets and the regulations: [www.agriculture.ia.us](http://www.agriculture.ia.us).
- In addition, the Iowa Department of Inspections and Appeals controls and regulates items that may be offered for sale at farmers markets.
- Sales Tax Permits: It is an individual vendor's responsibility to ensure that, if necessary, proper sales tax is applied and appropriate permits are obtained. Vendors may obtain an annual sales tax permit online at [www.state.ia.us/tax](http://www.state.ia.us/tax)

### Vendor Stalls

- Selling areas will be available on a first come - first choice basis and will not be reserved in advance. Season vendors have the option of having the same stall each week. Vendors can park their vehicles in the stall and put up tents, tables, etc.
- Vendors are responsible for their own tables, chairs, tents, etc. All tents must be weighted and secured. Electricity and water will not be available.
- Vendors selling area should be neat and clean at all times.
- The vendors selling area should be clean and free of all debris before the vendor leaves the market and they should take remaining produce away with them for disposal. No dumping in city waste containers or on private property.
- If the vendors selling area is not clean upon departure, vendors will be given a verbal warning, followed by a \$25 fine for the 2nd offense that must be paid before selling on another Solon Farmers Market day.

### Vendor Etiquette

- All vendors are expected to be courteous and respectful to customers.
- All signs and price tags must be legible.
- No pets, except for assistance animals, are allowed in or near the selling areas.
- Vendors are not allowed to smoke in or near the selling area.
- No alcohol or drugs allowed on the premises.
- The playing of loud music in vendor stalls will not be permitted.
- Display or sale of obscene, illegal or unsafe merchandise is prohibited, the determination of which is at the sole discretion of the Market Managers.

### Vendor Expectations

- Each vendor has the responsibility to be familiar with and abide by all state and federal regulations pertaining to the production, harvest, preparation, preservation, labeling and safety of products brought to the market.
- All vendors must comply with all City ordinances, regulations and rules together with state and federal laws relating to the Solon Farmers and Vendors Market and the vendor's business conducted in the market. Failure to abide by ordinance, laws and regulations may be basis for suspension or expulsion. This includes, but is not limited to, assault or abuse directed toward other vendors, customers, market management, employees or the general public.
- Vendors are expected to comply with the Solon Farmers and Vendors Market Guidelines. Failure to do so may result in the loss of vendor privileges at the discretion of the Market Masters.
- Vendors shall hold the city and market masters harmless from any claims or causes of action for liability in any way arising out of the use of the stall space for vending purposes.



### **Market Master(s)**

- A market master will be in attendance at every market or designee. There are some Tuesdays that the market master will only visit the site and not be present. Fee Collection will happen at that time if you owe a fee.
- A market master may ask a vendor to vacate the premises for any inappropriate conduct or activities and will report such action to city personnel, including filling out an incident report.
- If a market master or city employee will not be able to attend, a vendor will be designated to cover the given day's market.
- A sign and trash containers will be placed at the site by either a city staff member or the market master prior to each market day and removed at the end of operation hours.



# Vendor Application

Vendor Name: \_\_\_\_\_

Name(s) of people who will be selling for you: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Home phone \_\_\_\_\_  Work phone \_\_\_\_\_  Cell Phone \_\_\_\_\_

(Please check the phone number you prefer we use to contact you)

E-mail: \_\_\_\_\_

(Note - market wide communication will typically be sent via e-mail. If you do not have email, please indicate days/times you can be reached by phone)

### Market Fees

\$80 - Year Pass (First Tuesday in June through the first Tuesday in October)

\$7 per market - Daily seller

Make checks payable to "City of Solon" and state "Solon Farmers and Vendors Market" on the comment line.

What products will you offer for sale? \_\_\_\_\_

\_\_\_\_\_

To the fullest extent permitted by law, \_\_\_\_\_ vendor(s) agrees to indemnify and hold harmless the City of Solon, the Solon Farmers and Vendors Market, and masters, employees and volunteers associated with these groups against any and all claims or loss arising out of participation in the Solon Farmers and Vendors Market. Vendor shall read and abide by the rules set forth in the above document and acknowledge such through the signature below:

Vendor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ (City Staff or Market Master signature)