



626-935-9391 | farmersmarket@whittieruptown.org | @uptownwhittierfarmersmarket | officialuptownwhittierfarmersmarket

## Rules and Regulations

**TYPE OF MARKET:** This is a Farmers Market operation in accordance with regulation published in California Administration Code. Title 3, Chapter 4, Article 6.5 on Direct Marketing.

**HOURS OF SALE:** The Whittier Uptown Association (WUA) Certified Farmers Market will be open every Friday from 8:00 a.m. to 1:00 p.m. All sellers should be in place by 7:45 a.m. Notice of rain outs will be provided by the Market Manager by Thursday (noon) of that week. Holiday schedule will be provided by the Market Manager as soon it is determined for the year.

**PURPOSE:** The WUA Certified Farmers Market was established for the benefit of both producers and consumers. It provides producers with a direct market outlet, at which they can sell at prices typically higher than wholesale, and gives consumers the opportunity to buy fresher food at prices usually lower than retail, thus benefiting both.

**WHAT CAN BE SOLD:** Fresh fruits and vegetables, dried fruits in unbroken packages, nuts, eggs, fish, honey, plants, cut flowers, fresh or dried herbs may also be sold. "Prepared food & Artisan vendors" may be considered on an as need basis and upon space availability. All products sold at the market shall meet requirements of the California Agriculture code and all local, county and state ordinances.

The Los Angeles Health Department will randomly inspect products needing health department approval. Processed foods will be approved by the Los Angeles Health Department. Non-certified items must be sold in the area designated for the item outside of the certified market space.

**WHO MAY SELL:** Only those who hold a certified Producer Certificate issued by the Agricultural Commissioner in the county of origin of their produce may sell fruits, nuts, flowers, eggs, honey, and vegetables at this market, with the approval of the Market Manager and the WUA.

One Certified Producer may sell for two other Certified Producers, but their certificate must be on display at the time of sale of each produce. If one producer sells for one or two other producers, a minimum of 35% of his annual sales must be of his own production. The producer who is allowing another producer to sell for him/her must have, on file with the WUA Certified Farmers Market, a signed letter testifying to this. Each producer's products must be sold separately, with its own certificate and separate cash box.

A certified producer who sells utilizing an employee shall a.) Have an employment agreement with the employee at a regular salary, b.) Be able to verify the quantity and price of any commodities, sold by his/her representatives. Proof of pay can be a request made by the WUA Certified Farmers Market Managers. These proofs can include copies of a W-2, a 1099 Form or a payroll receipt.

The WUA Certified Farmers Market maximum capacity is limited to forty (40) farmers. The management has the right to balance what is sold in the WUA Certified Farmers Market. No one may sell without approval of the Market Managers. A waiting list of potential vendors will be maintained. Dates of the request are noted on the list. Certified Producers are admitted on a space availability basis at the directions of the WUA Certified Farmers Market Manager and WUA.

**LOAD LIST:** The amount brought to the WUA Certified Farmers Market, either in pounds or boxes, should be noted as well as the amount sold in the market. There is a separate location for the total amount of money received for sales.





# Uptown Whittier Farmers Market

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No peddlers or vendors will be permitted, nor the holder of a commercial license under Section 56181 of the Agricultural Code. No sales or any commissions may be paid or received in connection with the sales at the market. Wholesaling during the WUA Certified Farmers Market hours is strictly prohibited. No resells are allowed.

**FEES:** The weekly space fee for AG is 8.5% of seller's gross for that market day, plus a mandatory \$2.00 State Fee. Weekly space fee for NON-AG food prepared is \$25.00 flat fee or 10% of seller's gross sales after \$250.00, plus a mandatory \$2.00 State Fee. AG vendors and Non-AG vendors will also pay a mandatory \$2.00 fee weekly for portable facilities (toilets).

**Possible Fines:** Vendors can be fined for the following incidents: 1) Not being set-up by 8:00am, 2) Not leaving by 2:00pm, 3) Selling before 8:00am, 4) Selling after 1:00pm, 5) For not leaving their area clean, 6) Expired required documents, 7) For any violation from external agencies (i.e Los Angeles Health Department, City of Whittier, Agriculture Department, and etc) and any rules or regulation that are violated and the Market Manager concludes a fine is necessary.

**RULES OF OPERATION:** AG and Non-AG Vendors should arrive at between 7:00am and 7:30am and be set up no later than 7:45am. Latecomers may be fined and/or denied admission to the market at the Market Manager's discretion.

Each vendor is responsible to manage their booth only. You will not be allowed to manage another vendors booth at the same time you are managing your booth on the same day. This is prohibited and vendors may be subject to termination.

You are individually responsible for complying with all applicable local (county or city) state, federal requirements for any approval or certification to process your product for resale and any necessary license to sell your product at retail. This may include obtaining a license as a mobile retail food establishment. Alcohol, narcotics, drug paraphernalia, weapons, and other non-approved items in violation of the WUA Certified Farmers Market Rules & Regulations cannot be sold.

If you cannot attend the market, 48- hour notice must be given. Failure to do so will result in being charged for the WUA Certified Farmers Market space and/or the suspension or termination of your market assignment.

**NON-COMPLIANCE:** Growers, who do not comply with the WUA Certified Farmers Market Rules & Regulations and the California Food and Agriculture Code for Direct Marketing, will forfeit their right to sell in this market.

**SELLING PRACTICE:** All packaged items must be labeled with weight, name, address and zip code of the producer. Scales must be approved commercial scales and sealed by the County Weight and Measure with current year's stamp (these State regulations enforced by the Dept. of Weight and Measure).

**PRICES:** Prices should be clearly posted. Collusion among growers to raise prices or exertion of any influence, pressure or persuasion to cause a grower to increase or reduce prices is strictly forbidden. All commodities are subject to inspection at any item by the Market Manager. Prices must reflect quality; any product not meeting USDA minimum standards may not be sold.

**SANITATION:** Growers must maintain the space assigned to them in a clean and sanitary condition, and when vacating such space, the grower must remove all equipment, fruits, and vegetable, trimmings, wrappings, trash, and containers. The WUA Certified Farmers Market will provide trash receptacles for shoppers. Any sampling of





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produce must be done in accordance with the rules of the Los Angeles Health Department. AG and Non-AG vendors are responsible for taking their own trash with them or utilize the trash compactor on the lot.

**SAFETY:** No Pets. No unattended children are allowed. Vendor vehicles, tables, displays and overhead shades/canopies must be maintained and used in a safe manner. Canopy legs must be firmly locked into place on the space. Tables must have smooth edges and remain stable when loaded with produce. Before the market opens, tarp poles must not obstruct traffic flow, care must be taken when setting up or taking down displays and when need be due to weather, canopies must be tied down or weighted down (sandbags, etc).

**LIABILITY:** All vendors including growers, are 100% responsible for any damages caused to other vendors and/or property. This includes any damages caused by vendor vehicles within the market perimeters. Any incidents MUST be reported to Market Manager or the Whittier Uptown Association immediately and prior to the end of the market. **Vendor must complete a written incident report and provide to the Market Manager the same day of incident.** Each vendor is required to provide proof of General Liability Insurance with \$1,000,000.00 (one million dollar minimum) and a \$2,000,000.00 aggregate. The Whittier Uptown Association must be an endorser on the policy. Also, vendors must provide a copy of their commercial Auto Insurance with \$1,000,000.00 (one million dollars) per incident, CSL for vehicle that transports product and produce and enters the metered parking lot to unload.

**MANAGEMENT:** Enforcement of the above rules and final approval of vendors shall be the responsibility of the Market Manager. The Manager will have site discretion and operational authority to operate market commodity mix, and the space assignment of the market shall be at the discretion of the Market Manager, based on their assessment of items need. Some items shall be limited to one space; i.e., sprouts, honey or any processed items. You may appeal any of the Market Manager’s decisions directly to the WUA Board of Directors.

**I have read and understood the WUA Certified Farmers Market Rules & Regulations. I agree to abide by the WUA Certified Farmers Market Rules & Regulations, Federal, State and City regulations.**

\_\_\_\_\_  
Business Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Owner’s Name

\_\_\_\_\_  
Print Name of Owner’s Representative at Market

\_\_\_\_\_  
Signature of Owner’s Name

\_\_\_\_\_  
Signature of Owner’s Representative at Market

\_\_\_\_\_  
Owner Contact Telephone Number

\_\_\_\_\_  
Representative Contact Telephone Number

