

# 2018 Downtown Market

## Estherville, IA

\* Location: N 6<sup>th</sup> Street and west side of Library Square

\* Market Season: **Thursday** Evenings Starting June 7<sup>th</sup> and running through September 27<sup>th</sup> from 4:30-6:30pm  
**Saturdays** starting July 7<sup>th</sup> and running through October 13<sup>th</sup> from 9am to Noon. **No Market on Saturday, August 4<sup>th</sup> for Sweet Corn Days.**

### Market Rules

The following rules are for the good of vendors and customers at the market:

1. No Smoking
2. No Alcohol or Drugs
3. Shirt & Shoes must be worn at all times.
4. Vendors must clean up their immediate selling area at the end of each market.
5. Set up begins one hour prior to the market opening. Vendors must have their space taken down and **cleaned up** within 1 hour of market close.
6. **Supervised** children are welcome at the market.

The following rules & guidelines apply to produce and food vendors:

1. Food & produce items must be displayed “off the ground”, i.e. in a bin, cooler, box, or other appropriate container (except pumpkins).
2. An outline for market selling strategies, approved by the IA Dept. of Agriculture is available from the IA Dept. of Agriculture (Horticulture & Farmers Market Program) online. **[www.iowaagriculture.gov](http://www.iowaagriculture.gov)**

The following products may be sold at the market:

1. Fresh fruits & vegetables grown by the vendor or purchased from an Emmet County grower or that of a neighboring county, including Minnesota counties that border Emmet County.
2. Honey packaged by the vendor.
3. Eggs produced by the vendor and kept at 45 degrees or less during the market (as required by the state).
4. Meat produced by the vendor & packed at a state or federally approved facility & with all necessary permits obtained from the county and state health authorities.

5. Flowers, trees & other plants grown by the vendor.
6. Baked goods that are not potentially hazardous made by the vendor such as; breads, cakes, doughnuts, pastries, buns, rolls, cookies, & pies (except meat pies, custard pies & cream pies). Baked goods must be labeled with the common food name (i.e. chocolate chip cookies) and the name & address of the person who prepared it. Allergen information needs to be declared on the label or by use of a place card. The following food products are considered major allergens: peanuts, soy, milk, eggs, fish, crustacean, tree nuts (almonds, pecans, walnuts) & wheat.
7. Non-potentially hazardous food products such as; jams & jellies, dried noodles, etc.
8. Food Vendors selling food to be made & eaten on site. These items include donuts, coffee, hot dogs, tacos, funnel cakes, etc. **All vendors of food for consumption on site are subject to permit, regulation & inspection of the county and state health authorities.**
9. Dried herbs & flowers & cut flowers (all must be grown in Emmet or neighboring counties).
10. Art and craft items including but not limited to; quilts, jewelry, soap and other body care items, paper crafts, wood crafts, metal crafts, pottery, etc.
11. Direct sales vendors such as Pampered Chef, Tastefully Simple, Sency, etc. Only one vendor from each company is allowed at any given market day. Direct sales vendors must give specific dates of attendance. One vendor cannot claim a space for a group, i.e. a supervisor for Pampered Chef cannot claim every market date and “share” those dates with their team. Each vendor must submit a registration form and specify which dates they plan to attend. If a vendor does not show up for their specified date twice in a row another vendor will be allowed to register in their place.
12. Any other items not listed, but approved by the market committee.

\* Non-Profit Organizations may sell items that meet the same standards of regular vendors and have been approved by the market committee

\* Vendors are responsible for bringing their own tables, umbrellas or tents. These items must be weighted down or bungeed. **Stakes are not permitted!**

\* Set-up spaces will be available on Library square and in the closed parking stalls on N 6<sup>th</sup> St. There are limited drive-up spaces Please note on your registration form if you would prefer a drive-in space.

\* Samples may be given & are encouraged to help your customers get to know you and your products.

\* Vendors selling non-food items may be required to have a Temporary **Iowa Sales Tax** and Special Events Permit.  
For more information contact:

IA Dept. of Revenue & Finance  
563-802-7002 or 1-800-3673388 or <http://www.iowa.gov/tax>

\* **Farmers Market Nutrition program** is a program that accepts WIC and Seniors checks. We must have at least 3 vendors signed up with FMNP in order to accept these checks. Having this program available at our market would be very beneficial. Any produce vendors interested are urged to contact:

Farmers Market Nutrition Program  
IA Dept. of Agriculture & Land Stewardship  
Stephanie Groom – email: [stephanie.groom@iowaagriculture.gov](mailto:stephanie.groom@iowaagriculture.gov)  
Phone: 515-725-1179

\* The Iowa Wireless Project is another program available to produce vendors. This Project provides wireless point-of-sales machines to qualified vendors across the state. This enables vendors to accept the EBT food assistance card, MasterCard or Visa, or Discover for more information contact Tracy Penick, 515-281-4935, [tpenick@dhs.state.ia.us](mailto:tpenick@dhs.state.ia.us)

\* The Market Committee has the right to forfeit the selling privileges of any vendor who refuses to abide by the rules outlined.

\* These rules are based on standards set by the IA Dept. of Agriculture and those enacted by established markets for the good of vendors and customers.

**IT IS THE RESPONSIBILITY OF THE VENDOR TO OBTAIN ALL PERMITS & LICENSES REQUIRED FOR THE SALE OF THEIR ITEMS BY THE STATE AND LOCAL HEALTH AUTHORITIES.**

For more information please contact:  
Estherville Area Chamber of Commerce – 712-362-3541 or [echamber@gmail.com](mailto:echamber@gmail.com)