



SOGA OP RULES & PROCEDURES PLEASE READ & UNDERSTAND

The Grants Pass Growers Market (SOGA) is a 501 (c) (3) association with rules and procedures set forth by a Board of Directors which is a 9 member entity voted in by the membership. The membership votes for 3 Directors every year at the November membership meeting. A copy of our By-Laws can be found at growersmarket.org. These rules go for you and all who would be selling in your booth. Compliance is mandatory.

The Market Manager is responsible for implementing these rules and procedures. On market day the Manager's decisions are final.

Points of Importance:

- 1) No Sales before 9:00 am bell without permission**
- 2) All items must be juried in. Including any new items you are desiring to sell.**
- 3) No displaying of "ORGANIC" on signage without certification**

All canopies used in market MUST be straight legged and have a minimum of 15lb weights on each leg. Weights must be attached as soon as the canopy is set up. It is permissible to attach back canopy legs to your vehicle or trailer. If you do not have weights, do not set up canopy. **NO WEIGHTS, NO CANOPY!**

MEMBER STATUS: Eligible members' with appropriate insurance and licensing documents must have their dues submitted before the first selling day of summer market. No paperwork, no market for you. Summer market dues are \$65.00. Winter market dues are \$35.00 and payable before the 1st Saturday of Winter Market. Winter Market has limited space, members from the previous winter have priority. A discounted rate of \$80.00 is available for full year members.

MARKET PRODUCTS: Resale in the market is not allowed. Food, Craft and Ag products must be grown in the So. OR./No. Cal. Bio-region by the market member. Food products must be a farm direct product or a product produced in adherence with ODA food safety requirements & produced in a certified kitchen. Ready to eat foods must obtain licensing from the Department of Public Health. **ALL PRODUCTS MUST BE PROPERLY LABELED.**

PRIMARY AGRICULTURAL PRODUCTS:

Because Primary Agriculture is SOGA's fundamental purpose, members in this category are effectively exempt from jury. Examples of Primary Ag. are: fresh fruits and vegetables; protein like meat, cheese and eggs; honey and honey/bee products; some milk processed products produced by a dairy owner; nursery stock, including edibles and ornamentals and food producing plant starts.

Additionally, Primary Ag members wishing to introduce significantly processed food items from their agricultural crops will need to have those value-added products subjected to JURY and have an additional FOOD application on file. Examples include but not limited to: soups; salsas; jellies and jams; kimchi and other fermented foods; kombuchas; goat milk; juices & cider; soaps; tortillas; sauces; candies; cosmetics; teas and herbal tinctures; salves ointments (**marijuana and all cannabis products/byproducts are strictly prohibited**). Agricultural products must be grown by a Member of this Association in the Southern Oregon, Northern California region (includes ONLY the following counties: Josephine, Jackson, Curry, Douglas, Coos, Siskiyou, Ca. and Del Norte Ca).

MARKET DAY: The Summer Market lot is designed as a one-way traffic flow area. Members will enter lot on F. St. The daily booth fee will be accepted by market staff at entrance. Daily booth fee for Summer Market is \$25.00 cash or check. The member may then proceed slowly to assigned booth space.

Members with trailers and those using 2 spot spaces must arrive at 7:00 a.m. All other member/vendors must be in place by 8:30.

Vendor to Vendor sales may occur before starting bell as well as ready to eat foods. NO sales to customers before opening bell without permission. If customers are at your booth when the 1:00 closing bell rings the member/vendor may finish those transactions.

U-picked and wild crafted food items are not allowed in market. Vendors using a heating or cooking device must have a working fire extinguisher in plain view of management. No Styrofoam containers are allowed in market. Dispose of gray water in drains and use market dumpster for trash. Straight edge bags are recommended in market. Plastic (t-shirt) bags with tabs are discouraged. If you use t-shirt bags please make sure the tabs are picked up before the end of market. Food vendors must provide large kitchen trash containers (11-13 gal.) for disposal of sample delivery utensils (IE., toothpicks, spoons, paper cups, etc.) and have a functioning hand washing station present in their booth whenever handling and serving food to the public or other vendors. **Foods prepared for consumption in the market require a temporary restaurant license from the Josephine County Health Department. All processed foods must be prepared in an ODA Certified kitchen. Vendors in this category will submit those CURRENT licenses with application where they will be kept on file and vendors must post in a conspicuous place in booth. Expired or otherwise unavailable licenses will result in an immediate (in market) suspension of operations.**

Starting bell will ring at 9:00a.m. The breakdown bell or 1st bell will ring at 1:00 p.m. No total breakdown before the 1:00 bell. All vehicles must remain in place until the 2nd bell at 1:15. Members may then slowly proceed east to west for 4th street exit or west to east for F st. exit. Before leaving booth space pick up dropped items and dispose of properly. Please do not obstruct the driveway or other vendors during setup and take down.

Street side parking within a one block radius of the market is for customers only. It may be used for loading and unloading with a member vehicles moved by 8:30 a.m. DO NOT park in the railroad right of way or the Towne Center Plaza parking areas. Vendors may park in Juvenile Justice lot or in back of the Dutch Bros. headquarters, or in the county lots on 5th St.

Vendors are responsible for maintaining their space in a safe/clean manner. Displays should be arranged to minimize trip and fall hazards and with attention to public safety. Items should be stored and/or displayed off the ground, either on tables or in your vehicle. Only approved foodstuffs are allowed in the market for sale. Vendors must provide their own tables, scales, containers, change, signage, trash receptacles and sweeping tools. Electricity is at manager discretion.

No political paraphenala is allowed in member/vendor booths. Space swapping is prohibited without manager approval. No member/vendor pets that are not service dogs are allowed. Member/vendors are expected to stay within their selling area with their products. "Working the crowds" and "hawking" are prohibited. Rude, abusive, offensive or disruptive conduct is prohibited.

Notify the Market Manager/staff before selling any other member's products. All products offered by another member must have point of origin signage.

Oregon Trail scrip may be turned in on any Saturday when the amount is \$50.00 or more. Scrip of lessor amounts will be collected on the last Saturday of the month with checks being issued the following Saturday. Gift certificates may be turned in any time to the Market Manager/staff at the Market Information Booth.

Late and space reservations: Let the Market Manager know when you will not be in market and when you plan to return before noon on the Friday before market. Spaces are not guaranteed and there is no seniority in space placement.

The Market Manager/staff are responsible for overall functioning of the Market and enforcing these rules. All matters not covered by these rules and guidelines will be decided by the Market Manager during market hours and referred to the Board of Directors. **The Market Managers decisions are final during market hours.** Appeals may be made to the Board of Directors.