

2018 LAKE ST LOUIS FARMERS AND ARTISTS MARKET APPLICATION FORM

I hereby state that I have reviewed the 2018 Lake Saint Louis Farmers & Artists Market Rules and Regulations and agree to abide by them. In particular, I agree that I will not sell products that I have not grown or made myself.

Signature _____

Date _____

Please write driving directions to your garden, farm or production facility on the reverse. Copies of all state, county & local health department licenses (as needed) should be attached.

Name: _____

Business Name: _____

Address: _____

City _____ State _____ Zip _____

Telephone: _____ Cell Phone: _____

E-Mail: _____ Website: _____

The Lake St. Louis Farmers & Artists Market is open every Saturday from 8:00 am to 12:00 pm, beginning March 31st, 2018 and ending November 3rd, 2018. The Market will be held in the parking lot designated by The Meadows Shopping Center at 20 Meadows Circle Dr. in the city of Lake Saint Louis, Missouri 63367.

Please choose from the following fee structures.

_____ Full Season = 32 Saturdays + Winter Market season, if any \$ 650.00

_____ Full Season if paid in full prior to March 1, 2018 \$ 450.00

_____ Full Season in 3 installments of \$225.00 each paid on or prior to March 1, June 1 and July 1, 2018

_____ Daily Vendor Fee \$ 30.00

_____ Trailer- Full Season \$150.00

_____ Trailer- Daily \$ 15.00

_____ Electrical- Full Season \$ 50.00

_____ Electrical- Daily \$ 10.00/Day

- Space for trailers, electric, and pull in spots are limited and subject to change.

List all products you intend to sell. _____

Please circle or highlight the items that make up the majority of your sales. Artists & Crafters must submit photos of their products. Any products not included with your original application must be submitted to and approved by the Board of Directors ("Board") prior to displaying them at the Market. If an application contains more than one category, each category may be approved or rejected individually at the sole discretion of the Board. The Board reserves the right to limit the number of vendors in any category.

Return Signed Application and appropriate fee to:

Lake St Louis Farmers and Artists Market, PO Box 424, Wentzville, MO 63385.

Questions? Contact lakestlouisfarmersmarket@gmail.com or call 636-352-6716 for more information

2018 LAKE ST LOUIS FARMERS AND ARTISTS MARKET RULES & REGULATIONS

SECTION 1 What Can Be Sold:

- A. Raw Agricultural Products. Includes fruits, vegetables, grains, herbs, flowers, bedding plants and potted plants. Bedding plants and potted plants must be grown by the vendor from seeds, cuttings, bulbs or bare root and be well established in the container. No resale of any plants, fruits or vegetables not specifically grown by the vendor or the vendor's family is allowed.
- B. Non-Agricultural Products. Includes value-added products made with or without raw agricultural products grown by the vendor (i.e. baked goods, jams, soup & dip mixes, made in accordance with health department regulations), jewelry, art, pottery, soap, candles, clothing, wood crafts and other crafts. To qualify as a handcrafted product, the item must have acquired a substantial part of its value from the crafting of the vendor. All craft items will be juried by the Board of Directors and their decision will be final.
- C. Meat and Other Animal Products. Meats, poultry, cheese, eggs, farm raised fish, honey, leather and other products derived from animals. All slaughter animals shall have been in the vendor's immediate custody, care and control a minimum of 50% of the animal's life at the time of slaughter. Vendors must abide by all Federal and State and local regulations and inspection regimes. In addition, vendors must adhere to Federal and/or State guidelines on all labels. No resale of trader or sale barn livestock or any livestock condemned or sold for slaughter shall be sold in any form. No live animals shall be sold at the Market and no live animals may be displayed without prior permission of the Board of Directors.

SECTION 2 Vendor Guidelines:

- A. Vendor Application. 2017 Full Season Vendors as defined on the application will have the right of first refusal of assigned booth areas. Legacy Full Season vendors have a consistent yearly booth location. All vendors must complete and sign a Lake St Louis Farmers and Artists Market Vendor Application Form and pay the appropriate fees **prior** to selling. The Lake St. Louis Farmers & Artists Market reserves the right to prohibit anyone from selling at the Market and/or cancel the privileges of any member who, at the sole discretion of the Board of Directors, has violated any rule governing the Market or acted in any manner that is contrary to the best interests of the Market. **Fees will not be refunded.**
- B. Self Produced Products. Vendors may only sell products grown or produced by the vendor or the vendors family. All products must be grown/produced or crafted within 100 miles of the City of Lake St. Louis, Missouri. Exceptions may be made at the sole discretion of the Board of Directors in the case of specialty items and vendor staffing. The resale of any products not grown or produced by the vendor is strictly forbidden. Violators of this rule can be immediately expelled from the Market without any refund of fees. Vendors wishing to return to the Market following expulsion must apply to the Board of Directors for re-admittance.
- C. On-Site Visits. A member or members of the Lake St. Louis Farmers and Artists Market Board of Directors or their delegate may visit all of vendor's farm/production sites by appointment. Upon request for appointment, the vendor must make all production areas available within 3 days. **Refusal to allow visit is grounds for indefinite suspension and vendor fees will not be refunded.**
- D. Vendor Pricing/Sales Taxes. Each vendor shall set his/her own prices. All prices must be clearly posted. Vendors are responsible for paying all State and Local sales taxes.
- E. Scales. All scales must meet Missouri regulations and display the Missouri Seal of Weights and Measures.

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- F. Product Safety/Liability. All vendors selling edible goods are responsible for obtaining the necessary certifications and licenses required by federal, state and/or local authorities and posting them if applicable. Vendors are responsible for the safety of the products being sold and shall hold the Lake St. Louis Farmers and Artists Market, The Meadows at Lake Saint Louis harmless from any and all liability whatsoever resulting from their activities at the Market.
- G. Grievances. The Market Manager will be the final authority on the day of the Market. All decisions may be appealed to the Board of Directors for later consideration. Any complaints by a vendor alleging reselling by another vendor shall be submitted to the Market manager in writing and signed by the complainant. The name of the complainant shall be kept confidential. The Market manager may, at their discretion, require a good-faith deposit with the complaint, which shall be refunded if the complaint proves to be valid.
- H. Booth Requirements. Tents and canopies must be no larger than 10' x 10'. All canopies must be safely secured by the vendor. 40lb weights for each leg of a Vendors canopy are required by the City of Lake St Louis. Vendors must maintain a clean and healthful condition within their assigned area, provide a covered trash receptacle and leave the area free of any debris at the conclusion of the Market. All products should be displayed in an attractive manner, tables must be covered, and displays must be clean, freshly painted and/or stained. No table or display may be placed outside of the 10x10 area, unless approved by market manager. Use of electricity must be pre-approved by the Market manager.
- I. Setup and Tear Down. All vendors must arrive at the Market by 7:30 am and be ready to sell by 7:55 am. Daily Vendors with multiple "No Call No Shows" will forfeit ability to vend. Only vendor to vendor sales are allowed before 8:00 am. **Vendors must remain set up until 12:00 noon closing time and vacate the Market area within 3 hours.**
- J. Miscellaneous. Vendors must at all times conduct themselves in a pleasant and courteous manner. All children in care of the vendor must be supervised by an adult at the vendor's stall. **No smoking is allowed in the Market area at any time.** The Lake St. Louis Farmer's and Artist's Market will not discriminate against anyone because of race, color, creed, national origin, sex, age, disability or sexual orientation.
- K. All **ACCEPTED** Full Season Vendor payments will be deposited on March 1, 2018.
- L. Full Season Vendorships are limited. This has been done to preserve the parking spots currently available for customers in close proximity to the Market.