



## Northeast Farmers Market 2023 Overview

The Northeast Farmers Market, notably the first community-based farmers market in the city, is an intimate gathering place in a residential neighborhood. Situated in the parking lot of St. Boniface Church, our space is shaded by mature trees and bordered by sidewalks. You'll find ample, easily accessible street parking for vendors and customers, though many of our guests like to walk or bike. The market is a casual place where an average of 1,900 weekly visitors can leisurely stroll from stall to stall as they mingle with friends, enjoy a prepared lunch, and get to know the locals who provide their healthy food and handmade

**Location:**

St. Boniface Church parking lot  
629 2<sup>nd</sup> Street NE Mpls, MN 55413  
Located on the corner of University  
Avenue NE & 7<sup>th</sup> Avenue NE

**Market Manager:**

Sarah Knoss  
sarah@northeastmarket.org  
612-406-8794

**Dates and time:**

Open Saturdays, rain or shine,  
May 13<sup>th</sup> - October 14<sup>th</sup>, 2023  
9:00am-1:00pm

**EBT Coordinator:**

ebt@northeastmarket.org

**Board of Directors:**

board@northeastmarket.org

**Mailing Address:**

Northeast Farmers Market (NEFM)  
PO Box 68067  
Minneapolis, MN 55418

**Internet:**

www.northeastmarket.org  
facebook.com/  
northeastfarmersmarket  
[instagram.com/ne\\_fm/](https://www.instagram.com/ne_fm/)

### 2023 Northeast Farmers Market Important Dates

March 10th - Vendor Application Due

August 1st - Second Vendor Payment Due

March 24th - Vendor Acceptance Notification

August 19th - Corn & Brat Feed Event

May 13th - First Market Day

October 14th - Final Market Day / Fall Festival Fundraiser

November Date TBD - Winter Market



## 2023 Northeast Farmers Market Rules and Regulations

### Fees, Application and Attendance

- Applications must be received by March 10th, 2023. Applications will not be processed until the deadline of March 10th. A vendor's check is not cashed until accepted into the market.
- All checks should be made payable to: NEFM or Northeast Farmers Market. Please add business name in check memo.
- Submitting an application does not guarantee acceptance into the NE Farmers Market. Vendors are chosen at the discretion of the Market Manager and Board of Directors, based on several factors including and not limited to: quality, sourcing, growing practices, presentation, seniority, compliance, customer service, and variety.
- Applications received after the due date will only be considered if there is space available. Vendors may delay proof of insurance until admitted into the market.
- All vendors seeking participation must provide a complete application in order to be eligible. The market will give preference to vendors involved with the Farmers Market Nutrition Program (FMNP) and vendors who accept EBT. With consideration, the market looks for diversity in products, handmade, local and sustainable products, and vendor commitment.
- Vendors are responsible for making timely payments. Vendor may request their payment status at any time during market season.
- Vendors are responsible for keeping track of their schedules. All marked dates on the vendor application will be approved unless notified by the Market Manager.
- Vendor must notify Market Manager of their absence by text message, phone call or email before any scheduled market date. Vendors who are no-shows three times will not be allowed to participate at the market for the remainder of the season and will forfeit any fees. There are no refunds for no-shows without notice.
- Late arrival may result in forfeit of your position on site.
- There are no refunds for annual or daily vendors unless the market determines otherwise on a case-by-case basis, i.e., crop failure.
- Notice of market cancellations will be issued by the Market Manager as far in advance as possible and will be by phone and/or by email directly with all vendors affected.

## Weather-Related Cancellations

- The Northeast Farmers Market is open rain or shine. However, since the market is held outside, the NEFM reserves the right to close the market (with or without prior notice) if it is determined that severe weather conditions could compromise the safety of vendors and shoppers.
- The market will remain open unless an Extreme Weather Warning is issued from the National Weather Service. This will include extreme heat advisories.
- If unexpected extreme weather occurs and the “Warning” is issued the day of, or during the market, the Market Manager will cancel the market.

## Set-up, Stalls and Parking

- Stalls are the equivalent of a 10x10 space. Vendors must supply their own tables, tents, 40-pound tent weights, chairs, extension cords, signage and materials.
- No vehicles allowed onsite during market hours.
- All vendors are required to bring a canopy or tent and weights. Health code requires prepared food vendors to have overhead cover at all times.
- Tents must be firmly anchored from set-up to tear-down by 25+ pounds of weight attached to each tent leg AT ALL TIMES. Swinging weights can make for a dangerous situation; please properly secure. If you fail to bring a full set of weights you will be charged a \$10 fee to rent them.
- A fee of \$10 will be charged to borrow market equipment, including extension cords, tents, tent weights, and tables.
- All vendors are expected to clean up their area after usage. Failure to clean up will result in a fine of \$25. Garbage, compost, and recycling bins are available on the market site.
- Vendors may begin setting up at 7:30am on market day. Staff will be onsite to assist vendors. Vendors may drive vehicles into parking lot to unload goods but must park on surrounding streets after unloading. Please keep University Ave & 7<sup>th</sup> Ave available customer parking. Vendors must be ready to sell by 9:00am.
- Scheduled vendors must arrive no later than 8:45am or they may forfeit their stall and fee for the day.
- Full time vendors will be assigned a stall before opening day. Assigned spaces make shopping easier for customers to associate a place with a face week after week. Produce vendors have priority to shaded areas of the parking lot.

- Daily vendors will be assigned a temporary stall on scheduled day that ensures the overall best interests of the market and vendor.
- Market Manager reserves the right to reassign booth space to facilitate market operations.
- Vendors must display a sign indicating name and location of farm and/or business. Signs must not be an obstruction to visitors.
- Food vendors must use NSF, ETL Sanitation or UL Sanitation refrigerators or equipment.
- Due to windy conditions during the market season, tents must be weighted down and securely fastened at all times for the safety of you and others. Vendors assume full responsibility for any damage or injury caused by improperly secured tents and products.
- The Northeast Farmers Market encourages farmers to use organic growing practices. Vendors who have certified organic products must display certification documents and/or post “pesticide free” signs. Vendors who accept EBT and FMNP must display signs at all times.
- If product sells out, vendors may not break down their stall before market close. Vendors may clean and organize their stall space, but tent, signage and primary table must remain in place until market close.
- Vendors must start breaking down at 1:00pm and be off the church parking lot by 2:00pm.

## All Vendors

- No water (bottled or cups) may be sold by vendors. There is free water available at the market Information Booth.
- Vendors are not allowed to have pets in their booths, per Health Department regulations.
- All vendors must be bona fide producers of locally grown produce. No wholesale produce, flowers or crafts are allowed. Non-farm produce and home produced items such as wild rice, maple syrup, canned goods, baked goods, crafts, etc., must be approved by the NEFM Board of Directors.
- Vendors are not allowed to sell any product/item at the market that they did not make themselves nor can a vendor sell a product for someone else.
- Vendors whose products or practices place them in more than one category are subject to all the requirements of both categories.

- Vendors wishing to add products to their application should submit a written request for approval one week prior to the date they wish to sell it.
- Booth space is not transferable; no subletting of space is allowed.
- NEFM does not offer exclusive rights to any one vendor to sell any one product. Market customers generally benefit from having a choice. However, if the NEFM believes the number of vendors offering similar products is excessive, duplicate products may be denied entry. There are no special exceptions for vendors whose products are denied.
- Produce and crafts must be of good quality. NEFM can order sellers to withdraw poor quality items from the market.
- Any required sales tax collections and remittances are the sole responsibility of the vendors.
- All items for sale must be clearly marked with their retail price. Prices may be posted on the product with an individual sign or posted as a list of prices on a large sign or board.
- Vendors are not permitted to use the following techniques while at the market: hawking, calling attention to products in a loud manner, selling in an aggressive way, and leaving one's stall to sell a product.
- The NEFM, the City of Minneapolis, the Churches of St. Boniface and St. Maron's will not be held responsible for any injuries or accidents that occur on the premises during set up, market time or take down.
- The Market Manager has the ultimate onsite authority to enforce all rules of the market and to mediate disputes.

## Shared Booth Space and Partnership

Businesses are permitted to share a market space and resources in some pre-approved cases. Interested vendors should submit a written request to the Market Manager. These special cases could include:

- A new or small-scale business who could not fill a full booth.
- Value-added food vendors who are primarily using the agricultural vendor's products.
- A vendor that has a secondary business and has a product that fills an important gap in the market's offering.
- Each shared booth member is required to have their own liability insurance, submit a separate application, and pay a separate booth fee (rates to be decided by NEFM board and staff.)

## General Rules

- There is no smoking, e-cigarettes, or alcoholic beverages allowed in vendor booths or on market site. Vendors found intoxicated will not be allowed to participate at the market for the remainder of the season and in the future and will forfeit any fees already paid.
- Discourtesy to patrons or other vendors, obscene language or shouting is not permitted.
- No live animals may be sold or given away at the market.
- Selling must be performed within the designated area only. Soliciting is prohibited.
- Additional fundraising is not allowed, i.e. raffle drawings.
- No part of the market may be used for overnight parking. Vendor vehicles are not allowed on market grounds during market hours.
- Proper attire is expected, includes shirts and shoes.
- No personal music inside vendor booths.
- All vendors must be aware of and conform to all local, state and federal ordinances and rules that may pertain to their product.
- Vendors sampling product must meet all applicable health code requirements, including hand-washing station, etc.
- No one under the age of 16 may sell or maintain a stall without an adult supervisor present.
- No person or entity other than the NEFM may make use of the Northeast Farmers Market name or logo with out the permission of the Market staff and board.
- All vendors must agree to be inspected if the NEFM determines that a complaint has sufficient cause pertaining to violations of the rules.
- Video recording/photography is permitted anywhere in the market or public spaces.
- Vendors and their representative, service providers, and volunteers must conduct themselves in a safe and courteous manner. Any language or behavior considered to be deleterious to the normal operation of the market will be grounds for expulsion from the market. Consumption of alcoholic beverages, illegal drugs, and other behavior modifying substances is forbidden.

NEFM may make changes, additions, and/or deletions to the Rules and Regulations, as needed.

NEFM will establish, implement and enforce all procedures, rules and regulations pertaining to the operation of the market in a fair, nondiscriminatory and equitable manner.