



Rules and Regulations:

I understand that to participate in the Farmers Market at Gardner Village, the vendor must comply with the Market Rules & Regulations. Vendors who fail to comply with the Market Rules & Regulations will lose their right to participate in the Market. No refund will be provided.

- Vendors must comply with the Gardner Village Patron Code of Conduct.
- Vendors must comply with all applicable laws, as well as all legally required permits.
- Vendors must comply with Gardner Village's non-discrimination policies.
- Vendors must not offer for sale any commercially produced items or items assembled from commercially available plans, kits, or cast from commercial molds.
- Vendors must not offer or sell any products distributed by multi-level marketing firms.
- Vendors must only offer for sale items or services the Vendor has directly made or grown.
- Vendors must only offer for sale items which have been disclosed in their Market Application.
- The Market will be operated rain or shine. Vendors must attend Market dates for which they are awarded a contract. Should vendor be unable to make a contracted Market date, the Vendor must provide the Market Manager at least 24 hours advance notice. If the Vendor fails to do so, no refund will be given and future booth spaces may be denied.
- A Vendor-supplied booth canopy must be secured by 50 lbs. weight on each leg. Canopies with side covers need to be secured with 100 lbs. weights on each leg.
- Vendors must have their booths set up no later than 8:45 AM on Market days.
- Vendors must keep their booths clean and free of trash and debris. At the end of a Market day, Vendors must remove their own trash from the event and leave their space spotless.
- Vendors may not park their vehicles on the Market grounds. Vendors may drive their vehicles to their booths to unload their products and displays but all vehicles must be off the Market grounds by 8:45 AM and parked in the available parking spaces on the west side of the lot.
- Vendors must keep their booth set up until 2:00 PM on Market days, unless the Vendor sells out of their product. Vendors who have sold out of product must set up a sign indicating they have sold out.
- Vendors are responsible for all government taxes, licenses, insurance, etc...
- Vendors may not prepare foods with the use of electricity or propane unless approved to do so in their Contract. All propane cooking equipment must be kept a minimum of 5' from the public and 10' from a canopy or structure.
- Vendors, with the exception of those selling only fresh, raw, whole, unprocessed and unprepared food items must register with the Salt Lake County Health Department as required in the Department's Food Sanitation Regulation.
- Vendors must conspicuously display all lawfully-required permits at their booth.

- Eggs: Eggs must be sold only by the owner of the flock laying the eggs. Eggs must be stored before and during the Market at 45 degrees Fahrenheit or less and must be clean and free of cracks. Egg cartons may not be re-used and all eggs must be sold with safe handling instructions.
- Cheese: Cheeses must be maintained at 41 degrees Fahrenheit or less.
- Samples: Vendors are allowed to offer customers samples but they must be kept in an ice bath and follow the SLVHD code.

Licensing and Permit Information:

- Vendors are encouraged to consult with tax and legal professionals regarding legal and tax obligations. Any information provided in this handbook should not be relied on as tax or legal advice.
- Vendors who are required to have a permit or license must also attach copies of all necessary information to their application.
- Vendors will be required to post in clear view at their booth any license or permit they are required to obtain at each Saturday Market. No exceptions.
- All Vendors, with the exception of farmers that sell ONLY fresh grown raw, unprocessed produce, honey, or plants the Vendor has grown themselves, are required to collect sales tax from customers and remit the collected sales tax to the Utah State Tax Commission. To remit sales tax to the Tax Commission, Vendors should use a "Special Event Sales Tax Form." You can call (801) 297-6303 with any questions about this Form.
- Vendors may need a current business license to sell at the Market.
- Vendors who prepare foods in their home kitchen must be registered and certified by the Utah Department of Agriculture and Food and must display a food label.
- Gardner Village assumes no responsibility for any licensing, taxes, insurance, etc...
- Vendors considering selling the items listed below will need a special permit and should contact the Division of Plant Industry at (801) 538-7180.
 - o Plant based dog food
 - o Seeds (for growing, not consuming)
 - o Perennial vegetable plants
 - o Certified Hay
 - o Bird Seed
- State Rules & Regulations require all packaged items have a label listing:
 - o An appropriately descriptive name of the food
 - o A net quantity statement informing customers how much product is offered for the price charged
 - o A complete list of all ingredients in the product.
 - o The name and address of the manufacturer, producer, or distributor.
 - o A Nutrition Facts statement, unless otherwise exempted

If you have any further questions regarding Utah Department of Health permits, please contact them at 1-888-222-2542.