



Idaho Falls Farmers Market Rules - 2025 Season

The rules outlined here are designed to ensure the health, safety, and benefit of all vendors and patrons. Compliance is mandatory. Failure to adhere to market rules will result in fines or suspension. Submission of an application to the market confirms acceptance of these terms and conditions.

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1. General Rules and Enforcement

- Market management, security, and the board of directors enforce rules.
- Non-compliance results in fines (amounts vary by infraction). Repeated offenses may lead to suspension or termination of membership.
- Vendors must have a current credit/debit card on file. Failure to update card details or resolve payment issues may result in suspension until fees are paid.
- The Idaho Falls Farmers Market is a cashless Market. Only card and check payments are accepted. Vendors paying with cash will be fined.

2. Hours of Operation

- Market operates every Saturday from May through October, rain or shine.
- Hours: 9:00 AM - 2:00 PM. No public sales before 9:00 AM due to safety concerns. Early sales encourage customers to be on the streets while cars are moving, creating a hazard during vendor setup.
- Vendors may put up "sold out" signs if they run out of product. Booths must remain intact, and vendors may not tear down early.

3. Set-Up and Take-Down Requirements

- Vehicles are not allowed in the selling area after 8:30 AM.
- Vendors must unload quickly and clear the way for others.
- Take-down begins at 2:00 PM. All vendors must vacate by 3:00 PM.
- Vendors moving road closure equipment or driving on the street during market operations will be fined.

4. Licensing and Insurance Requirements

- Vendors are responsible for meeting all regulatory requirements and must provide proof of licenses before selling. Possible licenses include:
 - Health permits
 - Commercial kitchen licenses
 - Cottage kitchen certifications
- **Insurance is required.** Vendors must have their own insurance coverage.

5. Payments and Fee Structure

Fee Structure

- Application Fee: \$25 (non-refundable, regardless of acceptance)
- Membership Fee: \$75
- Tent Space Fee: \$25 per space

Updates: Fixed error saying cash payments could be made for market fees and edited to say that there are NO card fees, previously said there were.

- Pad Fee: \$100 per space (25 spaces available)
- City Fee: \$100 per vendor

- Weekly Commission: 6% of taxable sales

Payment Rules

- All payments must be made via card or check. No extra fees are charged for card payments.
- Vendor checkout reports must be submitted at the end of each market day.
- Orders taken but not delivered during market hours will be subject to a 6% fee.
- Market fees can be paid by check, or card (no fees apply for card payments).
 - All bounced checks will incur a \$50 service fee. Repeat offenders may be removed from the market.
- Failure to notify of absence 72 hours in advance results in a fine.
- All vendor fees must be paid by April 1st. Failure to pay by this deadline will result in the loss of reserved spaces and prohibition from setup.

Fee Scenarios

Scenario	Fee Breakdown	Total Fee
Vendor with 1 booth	\$25 (application) + \$75 (membership) + \$25 (tent space) + \$100 (city fee)	\$225
Vendor with 2 booths	\$25 (application) + \$75 (membership) + \$50 (tent spaces) + \$100 (city fee)	\$250
Vendor with 3 booths	\$25 (application) + \$75 (membership) + \$75 (tent spaces) + \$100 (city fee)	\$275
Vendor with 1 booth on pad	\$25 (application) + \$75 (membership) + \$25 (tent space) + \$100 (pad fee) + \$100 (city fee)	\$325
Vendor with 2 booths on pad	\$25 (application) + \$75 (membership) + \$50 (tent spaces) + \$200 (pad fees) + \$100 (city fee)	\$450
Vendor with 3 booths on pad	\$25 (application) + \$75 (membership) + \$75 (tent spaces) + \$300 (pad fees) + \$100 (city fee)	\$575

Note: Pad spaces are reserved primarily for food vendors and food trucks.

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6. Community and Non-Profit Vendors

- Community and non-profit vendors may request a space by Wednesday at 8:00 AM prior to the market.
- Fee: \$10 per day.

7. Prohibited Items and Vendor Restrictions

Prohibited Items

- Age-restricted items
- Weapons or replica weapons
- Tobacco and drug paraphernalia
- Items promoting the use of illicit substances
- Pornographic material
- The market reserves the right to refuse any item or vendor deemed inappropriate by market staff or representatives.

Vendor Restrictions

Applications will not be accepted from:

- Multi-Level Marketing (MLM) businesses
- Franchises
- Permanent jewelers
- Resellers
- Consulting/direct-to-consumer businesses
- Political organizations
- Religious organizations

8. Prohibited Sales and Practices

- Vendors may only sell approved items listed in their application. Selling unapproved items incurs a fine.
- Vendors must comply with SNAP/DUFB program rules. Unauthorized acceptance of tokens results in a fine.

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9. Vendor Conduct and Responsibilities

- All vendors must keep stalls clean and safe.
- Abusive behavior towards market staff will result in a fine.
- Vendors must be prepared for inclement weather and are responsible for securing their booths.

Attendance Requirements

- Vendors desiring to remain in their same area of operation as consistently as possible need to maintain a high level of attendance. Vendors who fall under the listed requirements below may be moved to a new area that would allow more flexibility.
 - Market staff will attempt to give vendors the same spot every week, however with absences and spaces, the market reserves the right to move vendors as necessary for the health and well-being of the market as a whole.
 - In order to maintain a permanent spot/area of the market the following attendance requirements must be met when signing up for market days:
 - Agricultural vendors: Minimum of 16 weeks.
 - All other vendors: Minimum of 20 weeks.
- Agricultural dates have been adjusted to account for the limited growing season.

Walk-On System

- Vendors on the waitlist may be called upon to participate in the walk-on system.
- Fee: \$40 per day + 6% commission. Walk-on vendors will be contacted via their preferred communication method and must confirm attendance promptly. Vendors will typically receive at least 24 hours' notice before being called to participate.
- Vendors attending 4 markets in a year through this system are automatically granted membership.

10. Fee Summary Table

Violation	Fine
Accepting SNAP/DUFB tokens when not approved \$25Vendor booth late payment	\$10
Failure to notify manager of absence	\$25

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Violating road policies	\$25
Driving on the street during market hours	\$50
Failure to be ready to sell at opening	\$25
Early tear-down	\$25/it
Selling unapproved items	em
Signage in walkway	\$10
Abuse of market staff	\$25

Note: This table includes the most common fines but does not represent all possible penalties. Multiple violations may result in removal from future market dates.

11. Site/Operation Review

- All vendors must be willing to have their growing or production area physically reviewed by at least two board members.

12. Revocation of Privileges

- The vendor shall adhere to all policies and procedures of the Idaho Falls Farmers Market. The market reserves the right to fine, refuse, or cancel privileges of any vendor who has violated rules governing the market.

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