



LEWIS COUNTY FARMERS MARKETS  
DBA: CENTRALIA FARMER'S MARKET



2023 POLICY

A. Market Information

- a. Lewis County Farmers Markets (LCFM) was started in 1978 and incorporated in 1979. The market has evolved over the years finding itself in different locations and on different days of the week. You know us as Centralia Farmer's Market!
- b. Centralia Farmer's Market is located at Pine Street Plaza in downtown Centralia. Address is 100 Pine Street, Centralia, WA 98531. Mailing address is PO Box 1514, Centralia, WA 98531.
- c. Hours of operation are 11am to 4pm every Friday from April 21 thru September 29, 2023.
- d. Points of contact are [centraliafarmermarket@gmail.com](mailto:centraliafarmermarket@gmail.com), [www.centraliafarmersmarket.org](http://www.centraliafarmersmarket.org), our Facebook and Instagram accounts are "CentraliaFarmersMarket".
- e. We are a member of the Washington State Farmers Market Association and use their *Roots Guidelines* as our guiding policy. [www.wsfma.org/rootsguidelines](http://www.wsfma.org/rootsguidelines)

B. Vendor Information

- a. Vendors will meet the definitions provided in WSFMA's Root Guidelines.
- b. Vendors must have a valid Washington State Business License and any other required Lewis County Health Department permits or WSDA permits for the sale of items which require them. The market manager will keep a copy of the licenses/permits on file.
- c. Vendors are required to have liability insurance in the amount of \$1,000,000 naming the market as an additional insured. Our market insurance requires vendors to be insured.
- d. Only products grown or made by the vendor in Lewis or adjacent counties shall be accepted for sale at the market. Priority is given to Lewis County residents.
- e. The market is not a forum for political or religious activities. Applications will not be approved from persons or organizations wishing to campaign or proselytize.

C. Market Operations

- a. Market hours are 11:00am to 4:00pm. The market area will be open for vendor setup at 10:00am. Vendors should be completely set up and ready for business at 11:00am. There is no selling prior to, or after, market hours. We do understand that there can be a customer on the way to work, doctor's appointment, etc. who cannot make regular hours. Please ask management before selling to that customer. If you sell out, place a sign stating such on your table. There is no early teardown.
- b. Vehicles are not allowed in the market area. Vendors will use the north side of the public parking lot adjacent to Pine Street. This lot will be reserved for vendor use from 10am to 10:30am. Download your equipment, then move your vehicle to the parking lot next to the train station. Vendors must have all items removed from the market area by 5:00pm.
- c. The market manager will assign space daily. Seniority with the market is a valid reason for consideration in assigning permanent positions to vendors. The manager's decision shall be final. An appeal process is defined in the corporation bylaws. If you arrive at the market before setup time, please wait for the market manager before setting up your display. Stall space may be limited due to the number of vendors on any given day during the season.

- d. In the event you cannot attend, notify the market manager as soon as possible. Your space at the market will not be saved for you after 10:30am. Failure to notify market manager prior to 24 hours will result in the vendor being charged for that days stall fee. Fee must be paid prior to vendor being allowed to return. Vendor may be asked to not return after 2 no-shows.
  - e. ALL vendors will assist in setting up and tearing down “common area” equipment. This includes canopies/weights, tables/chairs, signage, and other items the manager may need assistance with. Please assist with “common area” teardown BEFORE breaking down your booth.
- D. The Market’s liability insurance does not cover any vendor pets or livestock. Animals must in a kennel or leashed at all times. **THE MARKET WILL NOT BE RESPONSIBLE OR LIABLE FOR ANY INCIDENT REGARDING VENDOR PETS.**
- E. Centralia Farmer’s Market provides space and management. Booth area is 10’ X 10’. Vendors will bring their own equipment. All displays will be kept clean and neat at all times. Vendors are responsible for keeping the market area clean and neat. Vendors should be aware of safety and liability of the market, and correct any obvious problems (example: tie-downs for any awnings, tables and umbrellas, tripping hazards, etc.) Bring any issues to the Market Manager’s attention!
- F. Washington State Farmer’s Market Association requires that all canopies have a minimum of 24 pounds on each leg. **If you do not have the weights, you will not be allowed to erect your canopy.** WSFMA requires the following statement to be included in all policies:  
*“All vendors who wish to erect canopies (including umbrellas) on the Farmers Market site during a normal period of market operations, including the set up and break down period, are required to have their canopies sufficiently and safely anchored to the ground from the time their canopy is put up to the time it is taken down. Any vendor who fails to properly anchor his or her canopy will not be allowed to sell at the Farmers Market on that market day, unless that vendor chooses to take down and stow their canopy and sell without it. Each canopy leg must have no less than 24# (pounds) anchoring each leg, and market umbrellas, 50#. Alternatively, canopies may be secured on grass or unpacked soil by steel auger anchors or spiral tent stakes of at least ½” thickness and 12 – 15” length, properly installed and secured. Non-spiraled, straight tent stakes are not an acceptable canopy anchoring system. Holding capacity of auger anchor systems is dependent on soil conditions and density and may not be adequate in rocky soils.”*
- G. Display and pricing of products is the choice of each vendor. “Price cutting or undercutting” is not a good policy for the well-being of the complete market. Please be considerate of your neighbors and do not block or hinder access to others.
- H. Vendors will conduct themselves courteously. No loud hawking of goods will be permitted. Vendors are responsible for the conduct of any children or guests. No smoking in the market. It is the market’s intent to win friends and benefit both customers and vendors.
- I. Market staff is available to assist with any questions you may have and will directly intervene only if a violation of policy affects the market. The market manager and board members present will make final decisions. Grievances that cannot be resolved on the spot may be addressed at the next scheduled Board of Directors meeting.