

Milaeger's Great Lakes Farmers Market

General Guidelines – please review and keep for your records.

Location: Milaeger's

4838 Douglas Avenue

Racine, WI 53402 – 2498

January – 3rd week in April the market will be held inside the Expo Greenhouse.

3rd week in April – June thru October (weather dependent) the market will be located on the North Road – outside

October (weather dependent) thru December the market will be located in the Expo Greenhouse.

Market Season:

The market is a year round market, with the exception of Easter Sunday and any major holidays that fall on Sunday.

Market Times:

The market opens at 10am and closes at 2pm. Doors are open at 8am, all vendors must be ready for sales promptly at 10am and remain until 2pm. No early take downs.

Allowable Products:

Fresh, local fruits and vegetables, cider, herbs, honey, maple syrup, preserves, grains, artisan breads and bakery, eggs, meat, soaps and lotions are acceptable. Eggs, meats, dairy products, prepared and processed foods must be processed, stored, displayed and sold according to Federal, State and Racine County guidelines. Vendors will submit a product plan with their application, indicating that seasons market intentions.

Vendors will be allowed up to 20% of additional items that are locally produced (within the neighboring Great Lakes states) that are approved by Milaeger's prior to bringing to the market. Contact the market manager with list of offerings.

A. Agricultural Products

Local fruits, vegetables, meat and eggs produced or raised at the vendors farm/land.

Food (Prepared)

Prepared on-site or in a commercial kitchen for consumption at the market or take-out.

B. Food (Processed)

Bread, cheese, meat, preserves or other canned or baked goods, candies, honey, cider, chips and snacks.

C. Perishable/Non-Edible Products

Soaps, candles, yarn and wool for example.

D. Artisan

Artist who self-craft original art or craft. Photographs must be sent with application.

Milaeger's reserves the right to limit artisan vendors.

Prohibited Items: Live animals, processed meats, baked and canned goods from an unlicensed kitchen.

Producers/ Vendors: All applications will be reviewed for final selection.

Farm/business/kitchen visits can and will occur as time allows.

Applications and Fees:

See quarterly market calendars for vendor fees. Submission of application does not guarantee acceptance. No refunds once accepted into the market. Fees will be collected quarterly.

Payment is due with registration for each quarter.

Cancellation:

Contact Carol Reed, 262-210-6360 or email farmersmarket@milaegers.com before 4p.m. on Friday prior to the scheduled market if you are not able to attend. There are no refund due to cancellation or for non-attendance at scheduled markets.

Electricity:

Power is available for \$25.00 per outlet for the market quarter. **Prepared food vendors, each appliance used need its own receptacle.**

Insurance: Vendors are responsible for their own person liability and product liability insurance. Naming Milaeger's as additional insured. Current proof of insurance must be provided with your application.

Booth size: Varies, approximately 9x9 inside the greenhouse, 10x10 outside.

Legal requirements: Vendors are responsible for full compliance with all applicable federal, state and Racine County requirements. It is vendor's obligation to obtain all licenses and permits and to pay the fees required as well as licensing for goods sold which sales tax must be collected. All pre-packaged goods must be labeled in accordance with these regulations. All processed and baked products must be prepared in a licensed kitchen – NO EXCEPTIONS.

Pricing: Vendors are to set their own prices and each product type must be clearly labeled, or signage listing all product prices.

Loading/unloading zone; Vendors may unload near the expo on the south side of the building. Wheeled carts are available to transport product to booths.

IMMEDIATLEY UPON UNLOADING AND BEFORE BOOTH SET UP, VENDOR VEHICLES MUST BE MOVED TO THE FURTHEST SOUTH END OF THE PARKING LOT – LANDSCAPING LOT.

Sampling: Vendors wishing to sample their products must receive approval from the market management and from the appropriate regulatory agency (see contact information below). All samples offered must meet the following criteria. A) Samples must be stored in rigid covered containers until serving. B) All samples must be pre-cut away from the sales unit. C) All samples of processed food must be prepared in a licensed kitchen facility. D) Samples should be of adequate size and proportionally spaced to minimize customer handling. E) All samples must be held and dispensed under clean and sanitary conditions. (i.e. toothpicks) F) Vendors offering samples MUST provide a waste container in a prominent area labeled for use by the public.

Central Racine County Health & Human Services Department

Jennifer Loizzo, RS - Registered Sanitarian

262-898-4467

262-898-4490 FAX

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Product offerings – return this with you application and market calendar

Business name _____

Name/address of certified kitchen foods are prepared at. _____

Address of land on which agricultural products are produced. _____

Please check if you wish to offer sampling: Checking this box indicates that you have read the Sampling Policy and understand the guidelines outlines.

Cheese dairy	Produce	Meat	Baked Goods	Raw foods Ex. Honey/maple syrup	Certified Organic/include certification	Other/prepared foods	Perishable Non-edible

Artisans: please list your offerings, include pictures, or website, Facebook page that samples of your work can be viewed.

I have read and understand Milaeger’s Great Lakes Farmers Market Guidelines.

Signature _____

Date signed _____