

# Rules and Regulations

## Shasta Growers Association (SGA)

Business Name: (Please print clearly) \_\_\_\_\_

Your Name: \_\_\_\_\_

\_\_\_\_\_  
Initial Here

### I. Permission to sell

- A. Anyone holding a certified producer's certificate from the county of origin and who has Shasta County listed as an authorized county, may apply for an Ag Membership.
1. Prior to selling, a membership application must be filled out and filed with the association, along with copies of all certificates, permits and fees. These include but are not limited to:
    - a) An original Embossed certified Producers Certificate for each market
    - b) Health permit if required for selling processed foods
    - c) Organic reg/certificate if selling advertised organic products
    - d) Nursery license/exemption if selling nursery stock
- B. An annual fee of \$50.00 must be paid by all approved applicants (Ag/Foods/Crafts) when submitting the application for new membership and prior to the start of the March Membership Meeting for Returning members. If an application is approved for at least one market, but denied other requested markets, the membership fee will not be returned if the vendor decides not to attend any market. If an application is denied for all markets, the \$50 yearly membership fee will be returned. A daily market stall space rental fee of \$25.00 per satellite market and \$35.00 for the Saturday market must be paid by the end of each market day. There is also a \$2.25 fee each market day, which consists of a \$2.00 state required fee used by California to maintain the Certified Market Program and .25 being applied to the SGA October Membership meeting expenses. It is the responsibility of each vendor to pay their fees prior to leaving the market for the day. Failure to do so may result in suspension or expulsion. Note: Membership renewal fees must be received by January 10th in order to qualify to vote at the January Meeting. Growers or producers may be represented by family members or employees, but not by a person who is reselling or whose compensation is primarily based on commission sales (State Law). Proof of employment may be required.
- C. SGA allows a certified producer to sell for one other producer at any one time provided that:
1. Both producers are active association members in good standing (for the purpose of this section an active member in good standing is one who has paid all fees and dues, is in compliance with all market rules and regulations, has all relevant certificates and permits and has attended at least 1 general membership meeting in the last 12 months).
  2. Products are displayed separately and certificates are displayed accordingly.
  3. The seller has the majority of products for sale.
  4. Both names appear on each certificate.
  5. Both members are accepted for the particular market in question.
- D. All certificates must be conspicuously posted in your sales area during each market and all Ag Department rules under the Food and Agricultural Code Section 47025(a), Direct marketing must be followed. All Ag Vendors must also post signage stating that they grow what they sell and the County where it is grown. Any vendor who incurs a fine for a violation of these regulations must

\_\_\_\_\_  
Initial Here

pay the fine him/herself. Any vendor whose violations cause the SGA to be assessed a penalty/fine MUST pay the fine on behalf of the SGA before that vendor will be allowed to resume selling in any SGA market. Failure to follow these or any other state issued rules may result in consequences from the SGA, the Ag Department of Environmental Health. This includes the possible expulsion from any and all SGA markets.

Initial Here

- E. Members (producers) may only sell agricultural products which he/she have produced (CDFA Title 3, Division 3, Chapter 1, Subchapter 4, Article 6.5 section 1392.4) and resale of produce or a product at SGA Farmers Markets is prohibited. (Applicants may be required to allow two or more SGA board members to visit their farm to verify the applicant is growing what they've claimed.)
- F. Members may apply to bring in a second "Business" under their existing membership, with board approval. If the product requires a second stall space or is in other ways clearly a separate operation, then the member must provide a separate load sheet at the end of the market day and pay a separate daily stall fee.
- G. Certified grape growers who wish to sell their own wine must provide proof of liability insurance and add the SGS as a covered party under that policy. Ability to sell may be limited by municipal regulations.
- H. Members requesting to sell new items (products not already approved for sales by the SGA Board) must submit their request by the end of the March Membership Meeting. Requests will be decided by the SGA Board prior to the start of the market season.
- I. The governing body of the Shasta Growers Association and its designated agents (Market Managers) shall implement and enforce all rules and regulations pertaining to the operation of the SGA Certified Farmers Markets. Failure, by a member, to observe the rules of the SGA or the California Department of Food and Agriculture (or if the conduct of a member is hurtful or contrary to the purpose of the association) is grounds for disciplinary action up to the expulsion from the membership of the association (See SGA Bylaws 2.05).
- J. Notification of disciplinary action and appeals process - In cases where the SGA Board of Directors are considering disciplinary action of a member, said member will receive written notification via registered mail. Written notification will include notification of the alleged violation (including factual basis for the action) as well as the proposed penalty. The hearing date, time and place shall be set by the SGA Board of Directors or a committee authorized by the Board. The member shall be given the opportunity to be heard, either orally or in writing, by counsel or by the member at that designated hearing. Within a 14 day period of time, the SGA Board will then decide, in a fair and equitable manner, whether or not the member should be suspended, expelled or sanctioned in some other way. The decision of the SGA Board shall be final (See SGA Bylaws 2.05 for full details).

## II. Booth Set-Up and Selling Practices

- A. The SGA Certified Farmers Market locations, dates and hours of operation of all SGA markets (unless otherwise modified) are set as follows:
  - 1. Saturday Cypress City Hall Market - Year Round Market.
  - 2. Sunday Turtle Bay Market - Start 1st Sunday of June - Ends 2nd Sunday in October
  - 3. Tuesday Churn Creek Market - Start 2nd Tuesday of June - Ends 2nd Tuesday in October
  - 4. Wednesday Burney Market - Start 2nd Wednesday of June - Ends last Wednesday in September
  - 5. Thursday Anderson Market - Start 1st Thursday in June - Ends Last Thursday in September
- B. In general market hours are as follows:

Saturday (Redding City Hall)	7:30am to 12:00pm April - November
	8:30am to 12:00pm December - March
Sunday (Turtle Bay/Sundial Bridge)	8:00am to 12:00pm
Tuesday (Redding Churn Creek)	7:30am to 12:00pm
Wednesday (Burney)	3:00pm to 6:00pm
Thursday (Anderson)	7:30am to 12:00pm

Initial Here

- C. Vendors must be unloaded and vehicles moved to the vendor parking area at least 30 minutes prior to market opening.
- D. No Selling is permitted until the market manager opens the market at the designated time. No pre-bagging is allowed. Advance orders should be bagged or boxed before arriving at market and may not be delivered until after the market opens.
- E. All vendor booth setups must include (and be under) a Canopy/Sun Shade. Any exceptions are made by the manager on a case by case basis. All canopy/sun shade setups are to be securely fastened or weighted down in case of wind. This is required to be done routinely, even when no winds are present at the time of setup.
- F. Market Manager will assign stall spaces to vendors based on criteria agreed upon by the BOD and based on Ag/Non Ag requirements.
- G. All members are required to leave a voicemail for the market manager at (530) 226-7100:
- by 6 pm two days prior to first attendance at market
  - by 6pm two days prior to any absence from market
  - by 6pm two days prior to returning from any absence

\*This applies to all markets. Members who fail to notify the Market Manager are subject to a \$35.00 fine for Saturday Cypress, and \$25.00 fine for the satellite markets, for each occurrence.

- H. Members arriving less than one half hour before opening time or later, will not be allowed to drive through the main market area and must check in with the Market Manager. Members arriving after the market starts will not be allowed to set up that day. Our Market Managers always have the discretion to fine late arrivals or to refuse the late arrival admission to the market. At the discretion of the Market Manager late arrivals may receive a warning for the first offense, will be fined \$15 for the second offense, and will be fined \$25 for the third offense. Continued issues with the vendor being late to the market may result in the membership of the vendor being suspended until review and a decision is made by the Board.
- I. Each vendor will have a load sheet, which is provided by the Market Manager, to fill out for each market. This will be filed with the SGA Treasurer. Certified producers must list the amounts and varieties of products brought to market and the amounts, by variety, sold at each market.
- J. All used/recycled produce boxes/containers must not display previous product advertisement (example - previous logos or advertisement must be blacked out or labels removed). Eggs are always to be sold in new egg cartons.
- K. All members requiring electricity are required to have a 15 amp surge protector and will pay a \$5 fee at each market.
- L. Generators must be approved and must be 50-60 Db

### III. Health and Safety

- A. Produce must be fresh and of good quality. Seconds will be displayed separately and marked as such.
- B. All food products MUST be maintained at least 6 inches off the ground. This includes ice chests.
- C. Sampling must follow the Department of Environmental Health Codes.
- D. The area in and around each booth shall be kept neat and clean.
- E. Tables, produce arrangements, canopies, umbrellas and sun shades must be secure, stable and not prone to collapse. All vendors must securely fasten or weight down their canopies.
- F. NO SMOKING is allowed in the market - Vendors must step outside the market area to smoke. NO ALCOHOL consumption is allowed in the market area. NO PETS are allowed in the market area.

### IV. Pricing and Measures

- A. All prices must be CLEARLY POSTED.
- B. Collusion among growers to set prices, exert influence or pressure to cause growers to adjust prices is not allowed and against state law.
- C. Scales must be inspected and display current inspection stickers from the county department of Weights and Measures.
- D. Pre-packaged food sold in closed containers must be labeled as to contents, amount or quantity and have the name and address of the producer.

**V.  
Governance**

- A. The SGA Board of Directors has developed these policies to regulate the operation of the Redding, Anderson and Burney Certified Farmers Markets as well as any other markets that may be developed and operated by the SGA. All market rules will be enforced in a fair and equitable manner.
- B. Members who do not comply with State, Federal, County, local or SGA Market regulations will forfeit their right to sell at the markets. Any vendor denied the right to sell may appeal in writing to the Board of Directors.

**VI. Non-Certifiable Ag Members**

- A. Non Certifiable Ag Producers are defined as slightly modified agricultural products prepared from certifiable Ag Products, i.e. meats, wool, herbal tinctures, jellies, jams, etc. These members are subject to all of the SGA rules and regulations and the fee structures are the same.

**VII. Non-AG Members**

- A. Non AG members are subject to all of the SGA rules and regulations. They are limited to non-ag products which in no way compete with certified or non-certified Ag producers. The fee structures are the same.

If you are a Certified Agricultural or Non-Certified AG member, please be sure you receive a copy of the Food and Agricultural Code Section 47025(a), Direct Marketing, so that you understand all the State of California's rules that apply to SGA and all other certified farmers markets as well as the administrative civil penalties which may apply if those rules are not followed. Copies may be obtained from the Market Manager or the SGA Secretary.

---

Member Signature

---

Date Reviewed

Updated 10/20/2024