

Shasta Growers Association (SGA) Rules and Regulations

I. Permission to Sell

- A. Anyone holding a certified producers 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:**
 - * An Original Embossed Certified Producers Certificate for each market**
 - * Health permit if required for selling processed foods**
 - * Organic reg/certificate if selling advertised organic products**
 - * Nursery license/exemption if selling nursery stock**
 - * Apple maggot compliance if required by Shasta County**
- B. An annual fee of \$35 must be paid by all applicants (Ag/ Crafts/Foods) when submitting the application for new membership and prior to the start of the March Membership Meeting for returning members. A daily market fee of 4% of gross sales plus stall space rental must be paid at 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 Picnic/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 or by March 1st to be eligible for space selection for the Saturday market.**
- C. 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.**
- D. 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.**

- E. All certificates must be conspicuously posted in your sales area during each market and all Ag Dept 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 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 Dept or Environmental Health. This includes the possible expulsion from any and all SGA Markets.
- F. 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.
- G. 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 and 4% of the sales from both businesses.**
- H. Certified grape growers who wish to sell their own wine must provide proof of liability insurance and add the SGA as a covered party under that policy. Ability to sell may be limited by municipal regulations.
- I. 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 reviewed by the SGA Board prior to the start of the market season.
- J. 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 By Laws 2.05)
- K. 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:
- *Saturday Cypress City Hall Market - Start 1st Sat in April - Ends Last Sat before Christmas.
 - *Sunday Turtle Bay Market - Start 1st Sun of June - Ends 2nd Sun in Oct
 - *Tuesday Churn Creek Market - Start 2nd Tue of June - Ends 2nd Tue in Oct
 - ***Wednesday Burney Market - Start 2nd Wed of June - Ends last Wed in Sept**
 - ***Thursday Anderson Market - Start 1st Thur in June - Ends last Thur in Sept**
- B. In general, market hours on Saturdays are from 7:30 am till noon at the Redding City Hall. Tuesday mornings from 7:30 am till noon in Redding on Churn Creek, Wednesday afternoons from 3:00 pm till 6:00 pm in Burney and Thursday mornings from 7:30 am till noon in Anderson. Sunday mornings are from 8:00 am till noon at Turtle Bay.
- C. **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.
- D. All vendor booth setups must include (and be under) a Canopy/Sun Shade. Any exceptions are made by the market 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.
- E. **Space selection for the Saturday Market**
- 1) Spaces for the Saturday Market are selected at the Annual General Membership meeting in March and they are held by the grower all season. These spaces are selected based on the value of gross sales from all the markets attended the previous year.
 - 2) In recognition for a full years service on the SGA Board, the first opportunity to select stall spaces shall be given to board members who served the preceding year. This applies to officers and board members at large. Board members shall select spaces according to **the value of gross sales from all of the markets attended the previous year.**
 - 3) Any Board member not already accepted for the Saturday market may elect to join the Saturday market provided they exercise this option prior to space selection starting.

4) It is the responsibility of each member to contact the Market Manager by CALLING (530) 226-7100 BEFORE 6 PM TWO DAYS PRIOR TO ATTENDING YOUR FIRST MARKET, BY CALLING BEFORE 6 PM TWO DAYS PRIOR TO ANY MARKET WHICH YOU WILL NOT BE ATTENDING AND CALLING BEFORE 6 PM TWO DAYS PRIOR TO ANY MARKET WHEN YOU ARE RETURNING. THIS APPLIES TO ALL MARKETS. Growers who fail to notify the Market Manager are subject to a \$12 fine for each occurrence.

- F. Spaces for all other markets are determined by the respective Market Managers.
- G. 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. In general (and at the discretion of the Market Manager) late arrivals (those arriving less than a half hour prior to market opening) may receive a warning for the first offence, may be fined \$15 for the second offense and 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.
- H. 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.
- I. 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.

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 a current inspection sticker from the County Department of Weights and Measures.
- D. Pre-packages 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 Products are defined as slightly modified agricultural products prepared form 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 the 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

Revised 1-16-16
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