



New Mexico  
Farmers Markets

# Los Lunas Farmer's Market

## Rules & Regulations

1. All produce **must be grown, raised, produced, or gathered by the vendor in New Mexico.** Products to be sold at the market include: vegetables, fruits, berries, herbs, nuts, flowers, plants, eggs, dairy products, meats, and some value added items which are grown by the vendor.
2. All produce that will be sold at the **Los Lunas Farmers Market** (hereinafter, the **LLFM**) must be listed on the **vendor's application**. Any additions to a vendor's list that are **non (or not ??)** produce must be approved by the LLFM Board prior to the sale of the item.
  - a. By becoming a vendor at the LLFM, the applicant agrees to give the Board or any Board appointee the right to visit and **inspect the farm or business** of the vendor at a reasonable time of the Board's choosing.
3. In accordance with the New Mexico Environmental Health Division of the New Mexico Environment Department, any vendor wanting to sell **processed foods** needs to show proof of all necessary EHD permits and the LLFM must be given a legible copy along with the market vendor's application. Processed foods include but are not limited to jams/jellies, dehydrated and fresh meat, dairy products, or any other product which requires such permits or licenses, etc.
4. The LLFM Board may approve, in advance, the sale by vendors of **produce grown by other farmers or growers in New Mexico**, as long as such produce is obtained directly from the grower and the value of the produce grown by others does not exceed 25% of the value of the items offered by the vendor. Produce grown by other farmers **cannot** be purchased using WIC checks, per the rules and regulations of the New Mexico Department of Health WIC Program.
  - a. Vendors must submit a list of produce grown by other farmers with their applications.
  - b. Items must be pre-approved before they are sold.
  - c. All products brought into the market from another grower must be clearly labeled and prominently displayed with the product stating the name and location of the farm where it is grown, and any farm certification label. The label or sign must be no less than 4 X 6 inches.
  - d. Vendors will be asked to provide copies of partnership agreements or lease/operation agreements and any other documents LLFM deems pertinent.
5. If the vendor sells **prepared foods or baked goods**, a copy of their EHD permit must be displayed on site during the market and included with their LLFM application as previously stated.
  - a. This stipulation excludes baked goods being sold for fund raising events.
  - b. The sale of non-produce foods will be limited at the discretion of the LLFM Board.
6. Any vendor selling for a **fund raising event** must submit a fund raising application to the Board or

Market Manager. There will be a limit of five visits to the LLFM per fund raising activity for the market per season; this excludes registered non-profit organizations. If a vendor is a registered non profit organization, the vendor must submit a copy of their corporate certificate with the application.

7. **Arts & Crafts vendors**, along with any allowed resellers, will sell their products in the designated "**Craft Area**".
  - a. If produce vendors want to sell traditional crafts, the craft products must not exceed 25% of their total product being sold. If more than 25%, they must sell in the designated "**Craft Area**".
  - b. Crafts must be made in New Mexico.
  - c. No more than 30% of the LLFM vendor space can be utilized for craft vendors.
  - d. Traditional farm or agricultural crafts will be given preferential space.
8. The sale of **small farm animals** must be approved by the LLFM Board prior to selling at the LLFM.
  - a. If approved, animals must be sold in an area designated by the Market Manager or Board and in an area which is away from produce and food products.
9. No vendors will be allowed to sell prior to the **market start time** or after the **market whistle** blows, which will be used to indicate the closing of the market for the day. This is a must to maintain the integrity of the market.
  - a. Depending on weather conditions, the Market Manager may adjust the start time of the market.
10. **Set up time** for the market will be half an hour before the regular market start time. If a vendor with a reserved space does not check in half an hour before the market start time, their designated space can be reassigned by the Market Manager for that market day.
  - a. If a vendor with a reserved space will not be attending the market, 24 hours notice is required either verbally or in writing. This is a common courtesy to the Market Manager.
11. All vendors must **vacate the market area** half an hour (or at the discretion of the Market Manager) **after the market closes** and must leave their space clean and free of debris. Failure to do so will result in a fifteen dollar (\$15) fine to be paid before the vendor can sell at the next market.
12. For the safety of the market, any **vendor using an open flame** is required to have a properly rated, working **fire extinguisher on site**. The vendor will not be allowed to utilize the open flame without a working extinguisher on site.
13. **Vendors are expected to behave courteously** to customers, other vendors, and market staff, and to conduct themselves professionally at all times. Vendors will not publicly disparage other vendors, other vendors' produce, or other markets. A complaint regarding violation of this rule can be filed with the Board and will be reviewed by the LLFM Board for action. Removal from the market or a

fine may result. All information will remain confidential.

14. All **rules of the market are enforced** by the Board and/or the Market Manager, who has ultimate on-site authority and who is responsible to the LLFM Board. Complaints or problems should be directed to the Market Manager in a manner that is non-disruptive to the market.
15. If a vendor wishes to appeal a decision by the Market Manager concerning any violation of these rules, an appeal must be presented in writing to the Board. The Board's decision shall constitute a final and binding decision in any appeal or complaint.
16. If vendors are accepting **WIC checks** they must abide by the New Mexico Department of Health WIC Program rules and regulations. If there is a question regarding compliance with the WIC rules the Market Manager will file a complaint with the State Department of Health WIC Program.
  - a. A vendor **cannot** deposit WIC checks until their WIC application is approved and returned to the LLFM. At that time a vendor WIC number will be assigned. This will help to eliminate any unnecessary bank fees that would be charged to the vendor.
  - b. A copy of the WIC rules will be given to each vendor when they submit their WIC application to LLFM.
  - c. Per the WIC rules and regulations, a vendor **cannot** accept WIC checks for produce **not** grown by their farm or business.
  - d. If a vendor already has a WIC number, they should file an application with the Market Manager with their WIC number on the application. In this case **do not request** a new WIC number.
17. **Violation of rules** will result in the following penalties:
  - a. First violation: A violation letter and a verbal warning
  - b. Second violation: A violation letter and a one (1) week suspension from selling at the LLFM.
  - c. Third violation: A violation letter and suspension from the market for the remainder of the season.
18. These rules are subject to amendment and modification at the discretion of the board of directors.