



Teton Valley Farmers Market (TVFM) 2024

TUESDAY

Non-Profit Policies and Guidelines

TVFM's Mission: To provide a venue for local farmers, food producers, artisans and non-profit organizations to connect with the public in order to enhance the health, economy, and vibrancy of the community through commerce and education.

Location and Hours of Operation:

TVFM is held Tuesday evenings at the Victor City Park from the second Tuesday in July through the month of August for a total of 6 markets. Hours of operation are 4pm - 7pm. Non-profits should arrive by 3pm or earlier to set up and be ready by 4pm. If you plan to bring along a canine partner, please remember *all dogs must be on leashes* per City code.

Market Manager:

Our Market Manager will be present at every Market to assist the vendors and non-profits. Please be sure to address any Market-related issues with the Market Manager directly.

Selection of participating non-profits - is done by the Market Manager and the members of the TVFM Board. They shall evaluate all applications using the following criteria:

- We welcome local and regional (Teton Counties Idaho and Wyoming) non-profits as space is available. Space allocation for the food producers is 70-75% of the total Market space. The remaining Market space is apportioned among local artisans (jewelry, ceramics/pottery, paintings, and fabrics), non-profits, and breakfast and lunch providers.
- The Market discourages politically-based activities.

- The Community Foundation of Teton Valley regularly participates at the Market each week from the first Market until their giving period ends in July.
- The Market complies with all Federal, State, and City non-discrimination policies and laws.
- Applications for space at the Market are due by April 1st of each year. Applicants will be notified of their acceptance or rejection by April 30th. The committee will entertain one appeal of its decision of rejection. Rejected entities can join the Market waiting/fill-in list if they wish.
- The Market holds all its vendors and non-profits to high standards of performance:
 - ✓ Arrive on time.
 - ✓ Be ready by 4:00 p.m.
 - ✓ Provide friendly service.
 - ✓ After breakdown, leave the Plaza perfectly clean.
 - ✓ Bring any issues to the Manager and/or Board, and work productively to solve them.

Safety: We *insist* you bring and use substantial weights for your tent(s) every week. Significant wind gusts visit the park, often unexpectedly, and will send your tent(s) aloft a la Mary Poppins! Not to mention the injuries that may occur during such events as well as damages to nearby vendors' tents.

At Your First Market:

Touch base with the Market Manager right away to be assigned a space. Unload your supplies quickly, and move your vehicles around to the parking lot at the adjacent ball field *prior to setting up your booth*. This clears the way for other vendors to unload and for customers to park when the Market opens. ***Please ensure your tents are well-anchored!*** **Please note:** the Market does NOT supply power cords. If you do require a power source, please inform the Manager at the time of application so he/she may assign you a spot near an outlet.

Note: If you are selling an item at your booth, we charge a \$20 fee due by check payable to Teton Valley Farmer's Market, or by Venmo, before the first Market. Our mailing address is *Teton Valley Farmer's Market, PO Box 410, Driggs, ID 83422*.

Liability Insurance:

We encourage all participants to carry their own liability insurance. The Market has a general liability policy.