

Wisconsin WIC Farmers Market Nutrition Program (FMNP)

The goal of the WIC (Seniors, Women, Infants & Children) program is to increase the consumption of fresh fruits and vegetables grown in Wisconsin for WIC participants and improve the awareness and utilization of farmers markets. If you would like to sign up to sell to WIC participants, contact the Washington County Health Department. Forms are also available at the Community Center front desk.

Permits and License:

It is the responsibility of the vendor to apply and pay for all licenses and/or permits required by the State of Wisconsin (Chapter 7 of the Wisconsin Administrative Code), Washington County or the Village of Jackson.

License Requirements:

- a. Processors of food sold at the market are required to be licensed as a Retail Food Establishment – Processing, or hold a license from the Department of Agriculture, Trade and Consumer Protection which allows processing of food.
- b. Sellers of potentially hazardous food at the market are required to be licensed as a Retail Food Establishment – no processing, except when the seller of the food is the processor and is licensed at another location.
- c. Seller of eggs, dressed poultry, meats and rabbits at the Farmers Market are required to be licensed.
- d. Processed foods must originate from a licensed establishment.
- e. Sellers of fresh fruits and vegetables are not required to have a retail food establishment.
- f. Honey, sorghum and maple syrup are not required to have a retail food permit.
- g. Any vendor needing a retail food establishment license should contact the Washington County Health Department at (262) 335-4462.
- h. All licenses and/or permits shall be readily available on-site. (The Washington Co. Health Dept. will make random checks).

Definitions:

Processing: the manufacture or preparation of food for sale through the process of canning, extracting, fermenting, distilling, pickling, freezing, baking, drying, smoking, grinding, cutting, mixing, coating, stuffing, packing, bottling or packaging; or through any other treatment or preservation process.

Potentially Hazardous Food: any food which consists wholly or in part of milk, milk products, eggs, meat, poultry, fish, shellfish, edible crustaceans or any other food or ingredients that are natural or synthetic and requires temperature control and which is capable of supporting rapid and progressive growth of pathogenic, infectious or toxicogenic microorganisms.

Safe Temperatures: as applied to any potentially hazardous refrigerated foods, means temperatures at 41 degrees Fahrenheit or below at all times (transportation to and while being stored, displayed or offered for sale).

Licensed Establishment: an establishment, inspected and licensed by the Wisconsin Department of Agriculture, Trade and Consumer Protection or an Agent municipality, where food processing is conducted.

By signing the enclosed application, the vendor agrees to all terms and procedures listed herein.

All vendors must abide by, and all products must comply with, all applicable local, state and federal regulations.

OUR GOAL: Is to provide the Community with top quality, wholesome goods produced in our local community at reasonable prices.

Jackson Jt. Parks & Recreation

Thursdays 2:30 to 5:30pm



FARMERS MARKET

June – October

2017

POLICIES

Located at
Jimmy's

Located at the:

**Jimmy's Restaurant Parking Lot
Corner of Hwy 60 and Industrial Drive,
Jackson, WI 53037**

Vendors will have ASSIGNED SPACES



For additional information contact:
(262)677-9665 or
Kvalentino@villageofjackson.com

General Requirements:

- a. A “reasonable amount” of produce grown in other areas of Wisconsin will be allowed. The greatest of produce sold by the Jackson Farmers Market, must be produced by the same vendor. Out-of-state produce must be labeled as such.
- b. All produce shall be sold by weight, measure or count in accordance with state weights and measures laws.
- c. Certified scales – per Washington Co. Health Dept.
- d. Food Handling: All foods, including fresh fruits and produce, shall be stored in way that protects it from contamination, such as in clean baskets, a cleaned bed of a truck or on an impervious material placed on the ground. Utensils, scales and any other equipment used to store or display shall be in good condition and kept clean.
- e. No home canned or baked products of any type are permitted to be served or sold at the market.
- f. Sampling of raw agricultural products is permitted only if processing (cutting, etc.) is not required in order to be tasted (whole bean, cherry, pea pod etc.)
- g. Sampling of processed food products is only permitted at a licensed establishment and the product is individually served by the vendor.
- h. Prepackaged foods must be properly labeled as required by Wisconsin Food Law, Chapter 97. Labels require a minimum of the following information:
 - The statement of product identity.
 - An accurate statement of the quantity of contents in terms of weight, measure or numerical count.
 - Name and address of the manufacturer, packer, or distributor including the zip code.
 - The list of ingredients in order of descending predominance, if the item is a food made of two (2) or more ingredients.
- i. One weekly space will be available, at no cost, to recognized non-profit organizations on a first-come, first served basis on weeks where no special events are taking place. These organizations will abide by all the Market rules. Donations may be accepted at the Market, BUT may not be solicited.
- j. All prospective vendors will be reviewed by the Jt. Parks & Recreation Department. NO rummage or resale items will be allowed.
- k. ***Vendors selling items subject to sales tax are responsible for the collection of the tax and the reporting to the state.***
- l. No live animals are permitted to be sold or given away at the Jackson Farmers Market.
- m. NO PETS are allowed on the premises.
- n. Smoking is discouraged in the vendor/customer area.

Processed and/or Potentially Hazardous Foods Requirements:

- a. Wisconsin Food Law, Chapter 97, requires food to be produced, processed and held under sanitary conditions. Facilities and equipment used for the sale of food at the Farmers Market do not need to be elaborate, but must be suitable for the type of product sold.
- b. All processed foods and bakery items must be processed in, or by, a licensed establishment.
- c. Meats must be processed, packaged and labeled in a licensed establishment.
- d. Poultry producers may sell directly to the consumers at the Farmers Market. The poultry is required to be individually tagged to identify the name and address of the producer. If not inspected by the producer the poultry must be prominently marked “not inspected”.
- e. Egg producers may sell eggs directly to the consumers at the Farmers Market. If packed in used cartons, all distributor label information (name, address or to the processor distributor grade and/or size, USDA shields, etc.) is to be removed. Cartons must be clean and labeled with correct information.
- f. Dressed rabbits may be sold directly to consumers at the Farmers Market.
- g. Cheese must be processed, packaged and labeled in a licensed establishment. Cutting and wrapping of cheese is not allowed at the Market.
- h. Meats, poultry, eggs, cheese or any other potentially hazardous foods are always refrigerated to store on ice. The product must be kept at safe temperatures.

Stall Space Assignment and Misc. Info:

- a. **Stalls are numbered and assigned.** Each stall is approx. the size of one parking stall. A max. of two adjacent stalls per vendor are available for the season.
- b. Vendors should be setup by 2:15pm, when the market opens. Late arrivals will be assigned to whatever stalls are available.
- c. Vendors are asked not to leave before 5:30pm unless pre-approved by the Jt. Park & Recreation Dept.
- d. **Space is reserved for vendors on a 1st come, 1st served basis only.**
- e. **Vendors will not be assigned a stall space until ALL permits, licenses, fees and applications are received.**
- f. Vendor stalls cannot be subleased.
- g. Vendors are expected to notify the Jt. Parks & Rec. Dept. to be excused for a Thurs. – a phone call or email will suffice.
- h. The Jackson Jt. Parks & Recreation Dept. has the right to dismiss a vendor for the remainder of the season with NO refund, if 2 or more Thursdays are missed.
- i. All vendors are responsible for their own insurance. Vendors will hold harmless the Jackson Jt. Parks & Rec. Dept., the Village of Jackson and Jimmy’s Property.
- j. Vendors are responsible for removing refuse and cleaning up spills in their area, before leaving the market.
- k. **Public Restrooms for vendors and customers are located Jimmy’s Restaurant and Walgreen’s. The building is also a safe shelter site for severe weather.**