

2026 De Soto Farmers Market Rules and Regulations

I. Definitions

- a. **GET HEALTHY DE SOTO (GHD):** founding organization of De Soto Farmers Market (DFM). GHD was founded in 2004. DFM was founded in 2009.
- b. **MARKET MASTER:** A manager that is a certified Jefferson County Health Department (JCHD) Market Master, who has authority over all Market operations. The Market Manager has the discretion to limit the number of vendors for each category at registration. The Market Manager reserves the right to allow or disallow all items and vendors of any category at his/her discretion. The Market Manager will determine space and parking designations.
- c. **VENDOR:** The PRIMARY Producer who grows, crafts, bakes or makes the final product to sell. **NO selling of items that are produced by other vendors or repackaging.** Additional helpers designated upon application or by approval of the Market Master may run the booth for the PRIMARY Producer.
- d. **DE SOTO FARMERS MARKET FACILITY:** The De Soto Farmers Market Facility consists of: The Debby Campbell Pavilion, The Office/Kitchen, the Red Barn, the New Barn, and ALL Paved Parking Areas
- e. **LOCAL:** within 75 miles of DFM and within the State of MO. Exception: fruits and nuts are not limited to the radius but must be produced within Missouri and sold by the grower. This exception does not apply to tomatoes.
- f. **FAIR MARKET VALUE:** All items for sale must be priced for sale by labeling each item or having signs posted before the Market is open. Radical price cutting of top-quality products is not permitted.
- g. **DISCOUNT:** Vendors may choose to discount their products the last 30 minutes before the Market closes.
- h. **ORGANIC:** Producers selling products they refer to as ‘organic’ must display a sign giving their organic grower’s certification and their certifying body. exemptions apply to large scale producers.
- i. **COMMUNITY CONNECTIONS BOOTH:** 3 spaces will be made available free of charge for educational activities relating to sustainable agriculture or non-profit, health-related community groups. These spaces will be made available on a first-come, first-serve basis, but must be approved and booked with the Market Manager in advance. GHD and some sponsors may also have access to a booth during market hours when needed.
- j. **COMMISSARY KITCHEN:** The Kitchen can be used by vendors to serve fresh food, but the vendor must have a Food Handler Certification through JCHD and pay the annual license fees. The Kitchen can be rented hourly with a properly completed rental agreement in place
- k. **DISCRIMINATION:** DFM does not discriminate against individuals because of race, color, creed, national origin, gender, disability or sexual orientation.
- l. **FOOD TRUCK VENDOR:** At the discretion of DFM, temporary food service establishments (ex: Food Trucks) may be allowed to serve food at the DFM under the conditions of the Jefferson County Food Ordinance. At this time, one per week will be allowed.
- m. **BOOTH:** All spaces will be 10’x10’. Vendors must stay within their 10’x10’ designated space. Vendors may reserve additional spaces with payment of additional fees. Multiple spaces for one vendor are subject to availability.
- n. **COTTAGE FOOD:** Baked Goods, Jams, Jellies, Dried Herbs and Dried Herb Mixes

II. General Market Policies

- a. NO SMOKING on DFM Facility.
- b. No firearms or weapons are allowed on the market premises.
- c. No soliciting, surveys or campaigning of any kind is allowed unless prior permission is given by DFM.
- d. Due to Jefferson County Health Department Regulations all animals sold must be 50' away from food items.
- e. Tents or shade structures are not permitted under the pavilion due to safety issues. Other structures, with approval, may be used. Structures shall be secured to the ground via clearly marked blocks, sandbags, or other heavy objects in order to prevent damage to products and injury to others.

III. Hours of Operation and Market Day Policies

- a. **Hours of Operation:** 8am-Noon (Exceptions special events including but not limited to parades and fall festival)
- b. **Vendor Arrival Time: Booth #1-20 6:15 AM - 6:50 AM.** (Pull in Parking Available) **Booth #21-40 6:55 AM - 7:45 AM.** (May pull in to load/unload and must park in the rear gravel lot) Vendors must be **SET UP BY 7:45 AM.** Late arrivals may be turned away.
- c. **Vendor Departure Time:** Vendors are required to STAY until NOON, even if they sell out.
- d. **Sales Hours: VENDOR/VOLUNTEER/STAFF: 7:30AM-8AM*** (please allow fellow vendors to set-up before making purchases) **PUBLIC: 8am-NOON.** **The public will not be allowed inside the market area before 8:00 AM due to safety concerns.**
***VENDORS/VOLUNTEERS/STAFF may make purchases arrival till departure but 7:30-8:00 will be a designated time before the public is allowed into the pavilion.**
- e. **Sale Limitations:** No Sales, no setting aside or allowing customers picking out products permitted outside of the 8am-NOON time window.

IV. Vendor Policies

- a. Vendors are required to notify the Market Master on duty or the Market Manager of any incidents that happen on the market premises so appropriate incident reports can be completed.
- b. The Market requires that each Vendor complete and hand in a Sales Survey each week to help the Market collect statistics to obtain grants. Sales Surveys are anonymous.
- c. Vendors are responsible for compliance with applicable city, county, state, and federal regulations, such as (but not limited to):
- d. All scales used by Vendors must be certified by the Department of Agriculture (MDA) and the Approval seal of Weights and Measures be displayed on the scale. Scales are not required unless selling items by weight. Items may be sold by the piece or bundle. Non-certified scales are not allowed to be used at the Market. The Market has a certified scale in Market office for a cost of \$5.00 per day, (FCFS)

- e. Sales Tax: See copy of Senate Bill 727 and what “farm products” are exempt from Sales Tax. Any state, city and county sales tax must be collected on products not exempt. The current rate as of 2026 is 6.35% on non-food items and 3.35% on food items.
- f. Vendors are NOT required to obtain a city business license.
- g. All items for sale must be priced for sale by labeling each item or having signs posted before the Market is open.
- h. Signs identifying the name and city of the vendor’s business must be posted before sales begin.
- i. Vendors must clean-up the area around their vehicles and booths before leaving the site each market day. This includes trash or parts of produce on the ground. Brooms and dustpans are available for your use.
- j. Vendors should park in the designated parking lot if you are not able to park adjacent to your booth.
- k. A vendor is required to keep all vehicles, contents, products and by-products in the boundaries of his/her assigned stall at all times, no matter how many empty stalls are located throughout the market.
- l. It is the responsibility of the vendor to provide any/all tables, overhead protection (if not under Market pavilion), chairs, change, cash registers, scales, signage, etc. necessary to do business. Some equipment is available for rent on a first come first come basis.
- m. A vendor is to keep all spare stock, packing materials, cardboard boxes and bags in an orderly fashion at all times within their booth or vehicle.
- n. The Market is not a bank and does not keep cash on hand. Vendors should provide their own change for customers.
- o. For any new product not listed in the rules and regulations, contact the Market Manager for approval before selling.
- p. Vendors selling crafts or bedding plants do not need overhead protection.
- q. Small animals and livestock (dogs and cats are prohibited) Must be 50’ from food Vendors.

V. Inclement Weather Policy

- a. If the weather is bad, we may have a rain delay until the storm passes, but we will not cancel the Market immediately. We will opt instead to wait out the storm. If the storm is severe, does not pass and is not predicted to pass, we will cancel at that time. If a vendor decides not to come because of the weather, they must notify the Market Manager before 8 AM in order to not be charged for that week. You will be e-mailed or call with the cancellation. Vendors are welcome to call the Market Manager if there is a question about the weather conditions.
- b. If the market is canceled prior to 10:00 AM, vendors will be refunded their vendor fee for the week. If the market is canceled after 10:00 AM, no vendor fee refunds will be given.

VI. Application and Reservation Policies

- a. APPLICATION: Required before Reservations can be made.
- b. RESERVATION: Vendors must complete and submit to the Market Manager the items below NO LATER THAN Monday 10:00AM PRIOR TO MARKET to be permitted to sell at the market each week.
 1. Completed DFM Application Form.
 2. Proof of Vehicle Liability Insurance—each vendor is required to have and maintain liability insurance to operate a vehicle within the DFM. A copy of the insurance ID card is required to be submitted with the vendor application. (Please Note that as your Insurance expires we will need an updated copy).
- c. PAYMENT: Payments will be made by WEDNESDAY prior to market to reserve your booth space.
- d. Vendor signature on the Vendor Application verifies the vendor has carefully read, understands and agrees to the DFM Rules and Regulations.
- e. Booth assignments, determination of suitability of items offered for sale and collection of booth rental fees are the responsibility of the Market Manager.
- f. Booth Reservation: Request to reserve a booth by Wednesday prior to market.
- g. Each Vendor Booth will be inspected by the Market Manager during the first week of attendance and DFM reserves the right to inspect, at any time, to verify compliance with the JCHD and Market Regulations.

VII. Fees, Discounts and

Refunds

- a. APPLICATION FEE: \$15.00. This fee is waived for attendance at the annual market vendors meeting.
- b. Pricing Policies
 1. Vendor Booth Fees:
Yearly Payment: \$486 (\$18.00 weekly cost x 27 weeks)
Monthly Payments: 4 weeks = \$76, 5 weeks = \$95 (\$19.00 weekly cost)
Weekly Payments: \$20.00
***Cancellations will be refunded if notice is given prior to noon on Friday prior to Market
- c. Vendors must contact the Market Manager no later than the FRIDAY @ NOON prior to Market Day to cancel with a REFUND. If a cancellation is not received, you will be considered a “no-show” and will lose your pre-paid fee.
- d. Any outstanding bill from the market must be paid before the next reservation is made.
- e. Any vendor writing a bad check will be charged \$25 per check and no future checks will be accepted. Bad check fees must be paid in full prior to renting future space.
- f. Discounts:
 1. Volunteer to Open OR Close Market: \$1 per session
 2. Volunteer to be on a Committee: \$1 per meeting
 3. Volunteer for an Event: \$5

VIII. Producer and Food Vendor Policies

- a. Producers selling products they refer to as ‘organic’ must display a sign giving their organic grower’s certification and their certifying body, unless exempt from certification due to scale of operation.
- b. Producers should clearly separate and label organic and non-organic products in the same display.
- c. Vendors selling all food items such as baked goods or jellies, non-dairy butters, value-added etc. must have a sign at their table and label the product indicating it has not been inspected by the JCHD. (See Sample.)
- d. Food safety, sanitation, health permits, and labeling requirements pertaining to the items for sale are required.
- e. Honey labels must contain the statement: “Do not feed to infants under 1 year of age”.
- f. Eggs: Must be Washed. Must obtain a Limited Retail License from the MDA Agriculture. Eggs must be transported and kept at proper refrigeration temperature (45°F) through point of sale at the market. Can use recycled cartons but all old labeling must be removed and your label affixed. Can display, but display must be rotated to maintain proper temperature.

IX. Samples

- a. Cottage Foods may be offered but must be cut and packaged in a certified kitchen, inside the Market building or at home. The samples must be served in individual containers. Samples must be kept covered.
- b. Honey may be offered from a squeeze or pump container and the customer offered an individual tasting implement (i.e. spoon, popcicle stick, etc)

X. Labels

- a. SAMPLE COTTAGE FOOD LABEL

Product Name Ingredients in descending order (most to least) Not Inspected by JCHD (Jefferson County Health Department) Name of Vendor/Vendor Business Name Address Phone #
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*** Per State Department ALL labels for consumable goods must contain address and weight of product.

- b. SAMPLE EGG LABEL

Name & Address OR Liscence # Date Packaged Size and Grade

- c. SAMPLE BATH AND BODY/BEAUTY PRODUCT LABEL

Product Name Ingredients Name Phone# OR e-mail address

***No indication that product is for human consumption. Additionally, No health or beauty claims can be made for products per JCHD.

XI. Additional Statements

- a. All Exceptions to these policies must be approved by the Market Manager.
- b. Anyone not complying with the rules of the DFM may be asked to leave the market.
- c. Non-value-added products will not be permitted for sale at the market. This includes the repackaging of spices and herbs. No Independent Distributors.

XII. Food Items (ALLOWED IN GREEN, NOT ALLOWED IN RED)

Vegetables (whole, Harvest cut only)	Garnish on Baked Goods (ie. Foccacia)	Blanched	Sliced/cut/chopped	Freeze-dried	Pickled, Canned
Nuts	Whole Nuts	Roasted	Shelled	Cracked	Canned
Baked Goods*	Uncut, Sliced Bread loaves, sweet bread excludes	Boxed mixes	Puddings, milk based, flan	Custards, Cream filled pies, pudding pies, pumpkin pies, cheesecake	Cream Cheese: cakes, Danish, icing
Jellies/Jams/ Preserves	Traditional Fruit, Non-traditional Fruit*	Vegetables, Pepper, banana, watermelon, tomato*	Salsa/ Sauces/ Low acid/Pickled*	Traditional Fruit Butters	Artificial sweeteners/No Sugar added
Value-added Products	Dried Soup Mixes (only commercially dried vegetables may be added)	Baking Mixes	Sugar- coated nuts	Herbs, spices and spice mixes	Repackaged
Honey, Syrups (Must be Labeled)	Infused with approved dry ingredients(ie. Dried Herbs and approved freeze dried fruits) Excludes Lavender	Flavored*, Fruit*, Lavender*, Elderberry	Maple	Sorghum	Whipped Honey
Candy	Fudge,Brittle, Hard Candy, Divinities		Dubai Chocolate (with commercially sourced ingredients)	Chocolate covered pretzels	Freeze-Dried
Pastas	Oven dried	Air dried	Egg Noodles		
Mushrooms	Home Cultivated	Canned*	Wild (If inspected and not foraged on public land)	Dried	Jerky
Beef, Pork, Poultry, Fish*	USDA processed and frozen	Jerky	Pet Food/Treats*	Canned	
Eggs *	License required	Cartons labeled	Candled graded	Temp. control 45°E transport to sell	
Dairy/Fat	Dairy Butters	Raw Milk	Goat's Milk	Beef Tallow	Products made with Goat Milk*
Additional Syrups/Sauces	Chocolate Syrup	Homemade BBQ sauce	Fruit Juice Concentrate*		
Other	Dried Tea Bags	Roasted Coffee		Sourdough Starters (of any kind)	Wild foraged foods (not on your own property)
Extracts/Infusions	Vanilla Extract (Alcohol or Glycerin)	Infused Vinegars and Oils	Artificial sweeteners	Honey w/liquid or fresh oil added*	
Microgreens	Sprouts				
Fruit	Whole	Cut/Sliced/Chopped	Freeze Dried (apple, apricot, blackberry, blueberry, cherries, grapefruit, lemon, lime, orange, plum, peach, pineapple, strawberry, pear, grape	Chocolate covered whole fruit (ie. Strawberry, Blueberry)!	Caramel Apples and Whole Fruit Tanghulu

*Licence or Special Certification Required

The DeSoto Farmers' Market mission is to provide access to fresh local produce and artisans in an environment that encourages healthy eating, healthy living and fosters community connections.

XIII. Non-Food Items (ALLOWED IN GREEN, NOT ALLOWED IN RED)

Herbs	(dried or fresh)	cannabis			
Flowers					
Bedding plants					
Crafts	100% vendor made	Market Manager approved	Upcycled		
Trees	Plant license MDA				
Bushes					
Small Animals	50' from vendors	Livestock	Dog/cats		
Bath & Body	Labeled	Lotions	Soaps	Lip balm	Cosmetics*

*Licence or Special Certification Required

***THESE ARE NOT EXHAUSTIVE LISTS AND MARKET MASTER HAS FINAL SAY OF APPROVAL.

XIV. License/Testing Information

- a. Missouri Egg Laws & Regulations, call the Missouri Department of Agriculture, Division of Weights and Measures at 573-751-5639 or visit their website at www.mda.mo.gov or <http://mda.mo.gov/weights/device/pdf/egglicapp.pdf>
- b. Low Acid foods, Missouri Department of Health and Senior Services Manufactured food Foods Program (573)-751-6095.
- c. Pet food license may be obtained For questions, contact the Missouri Department of Agriculture at (573)-751-4310.
- d. Farmers wanting to prepare potentially hazardous foods for the DFM can get a temporary permit through the JCHD www.jeffcohealth.org and at least one person must have Basic Food Sanitation Training Certificate, class at www.responsibletraining.com. Permit is \$50 for the first location, \$10 for each additional location annually. JCHD 636-797-3737.

ALL INFORMATION CONTAINED IN THIS DOCUMENT IS SUBJECT TO CHANGE AT THE DISCRETION OF GET HEALTHY DE SOTO OR BY THE MARKET MASTER AT ANY TIME.