

2025 Latah Farmers Market Rules

Troy Market Overview:

Market contact information:

It is best to contact the market manager (Jamin Smitchger) by phone at 509-979-2336. I am very friendly and always open to a phone conversation. Text or e-mail are a slow way to contact me and not preferred, but do send an e-mail to join the email list at jasmitchger@yahoo.com or latahfarmersmarket@hotmail.com so you can be updated with essential farmers market information. The Latah Farmers Market is operated by Latah Farmers Market LLC.

Vision:

The goal of the Latah Farmers Market is to unite Latah County communities and foster pride by bringing local producers and shoppers together in an inclusive, safe, family-friendly weekly event, that is open to all. A secondary goal of the market is to be a small business incubator and to create a selling environment that has reduced red-tape.

Steps to Secure a booth (This process should take about an hour):

- Mandatory: Read and follow these farmers market rules
- Mandatory for all Sellers: Watch the four minute video called “How to register for a temporary sellers permit” available at <https://tax.idaho.gov/taxes/sales-use/guides-for-certain-groups/promoter-sponsored-events/> and follow the steps at tax.idaho.gov/gototap to get a temporary sellers permit with the EVENT ID’s as follows
 - Event Id 1584791552 for sales from June 7th to August 30th
 - Event Id 1722351616 for sales from September 6th to October 4th.
 - Please register for both events if there is the remotest possibility that you will be attending both events.
 - If you have a regular seller permit, you still need to register for the events.
 - Bring your permit to the market. If you don’t have it, you cannot participate.
 - Report your sales after the market within 15 days of the end of the event. The State Tax Commission will be checking for tax compliance throughout the Market Season.
- Mandatory: In order to participate in the Market, every Market Vendor shall sign a hold harmless agreement that holds Latah Farmers Market LLC and the City of Troy harmless for any and all actions or inactions of every Market Vendor or person associated with such Market Vendor and that agrees to defend and indemnify Latah Farmers Market LLC, Market Management, and the City of Troy for any claim filed against the City of Troy related to any and all activities which are associated with the Market Vendor, the Market, or the Market Vendor’s business. This form will be available at the market, but it is best if it is submitted beforehand. If I run out of forms, you are out of luck.
- Mandatory: Vendors selling products that were not produced or crafted by the vendor should call Jamin Smitchger at 509-979-2336 to briefly introduce themselves and explain what they are selling. Some items are not allowed at the market (See miscellaneous vendors below).
- Highly recommended. Send out an e-mail to jasmitchger@yahoo.com or latahfarmersmarket@hotmail.com to get on the e-mail list.
- Optional. Attend the annual meeting. You can fill out the forms and get permits there.
- Optional. Vendors should notify Market Management of their intent to participate in the weekly market by Thursday prior to that Saturday’s market to have their products promoted to the public in advance. Market management will make every effort to accommodate special location requests and consistent placement for vendors who attend the market regularly, but booths are on a first come first serve basis unless prior notification is given.

Cost:

For the year 2025 all vendor fees are free. You can attend a single market or multiple markets at no cost to you. However, it costs thousands of dollars to run a farmers market each year, and the market is for people who are givers rather than takers. A good, suggested donation would be 2% or more of sales. If you are a local business, you are welcome to sponsor the farmers market during one or multiple weeks of operation. Your business name and other information will be sent out to our email list of vendors and participants to help advertise your business for that week. All proceeds from donations and sponsorships will be used to offset expenses related to insurance and administrative costs, advertising, marketing, promotion, events, and community outreach. More money for advertising means more money for you.

Date and Time:

The Farmers Market begins on Saturday, June 7, 2025 and will continue every Saturday through October 4th, 2025. Market will be held rain or shine, but it may be canceled in severe weather. The Troy Market will open to customers at 4:30 PM and runs to 7:30 PM or dark, whichever comes first. Some optional after hours events may occur. Vendors may start setting up at 3 PM, and must be set up, ready to receive customers by 4:30 PM. Vendors must stay until close of market. Tear down and clean-up can begin at 7:30 PM, and should be completed by dark. Earlier tear down and start times will be allowed during the end of the summer to accommodate changing daylight hours.

Location:

The Latah Farmers Market is held at the Troy City Park (100 State Highway 8, Troy ID 83871). There are restrooms, electricity, and hand washing facilities at the Park. The Park is a public venue and the Farmers Market's use of the Park is not exclusive.

Troy Days:

The first Saturday of each July is Troy Old Timers Day, which utilizes the entire Park for its event; consequently, the Latah Farmers Market will not be held at the Troy Park on the first Saturday of July.

Set Up:

Vendors may arrive between 3 and 4 PM to unload their booth and merchandise at the park entrance. Hand carts may be available to move booth materials to the market footprint. Vendors may set up their booths only AFTER their vehicle has been removed from the loading area and parked at the overflow parking lot (See map). Some vehicles can travel down the market promenade to unload, but these vehicles will be trapped once everyone else starts to unload so if you need to have vehicular access to the market space, you will need to arrive no later than 3:15 PM, preferably earlier. If you show up later than 4 pm, you may not be allowed to participate in the market since carts moving back and forth will block vehicular access. Vehicular access will not be allowed if children and multiple people are in the market footprint.

Parking:

Vendors must park in the overflow parking area along the northeast side of the park, off Randall Flats Road. Parking in the main City Park parking lot along Highway 8 is restricted to Park visitors and Farmers Market customers only, with the only exception being vendors with valid Idaho disabled plates or placards and pre-approved food trucks. A map with designated parking and loading areas can be found at the end of this document.

Clean Up:

After the Farmers Market is over, vendors will take down their booth and make it ready for pick up before picking up their vehicles and driving them to the front parking lot to load. Vendors are responsible for removing any trash from their booth area, and for leaving the park in good condition before departing. Loading out will begin upon close of market at 7:30 PM or at dark, whichever comes first. The market manager will specify changes to loading times in the weekly email.

Booth supplies:

Vendors are responsible for providing their own booth supplies, including an optional canopy, no larger than what will fit in their booth, as well as any tables, chairs and displays required for their booth. Canopies must be properly weighted down with a minimum of 15 pounds per leg. The City of Troy, the Latah Farmers Market, its sponsors and/or managers will not be held responsible for damages or injuries caused by unsecured or incorrectly secured canopies.

Booth spaces:

Booths are oriented 6' away from the paved walkway, known as the Market Promenade. Canopies, signs, and products may not be placed within the 6' buffer to allow essential emergency services and vehicular traffic if needed. Each individual booth footprint is at least 10' wide at the front with some larger booths being 15'. The booth depth extends approximately 15 feet or to the edge of the hill, whichever is first. Each booth is clearly marked with a stake or spray paint at the front of the booth facing the trail. Vendors may easily obtain a second adjacent booth space if desired to make a double booth space, but the market manager can give one of your booths to someone else if you are a booth hog.

Power at booth:

Electrical outlets are available for a very limited number of vendors each week, and must be reserved in advance, and confirmed each time the vendor attends. Only U/L approved extension cords with GFCI power strips may be used. Cords must be covered to prevent hazards to the public. Preference for electrical outlet use will be given to food trucks and hot food vendors.

Vendors and Products:

Farmers, Artisans, Food Vendors, and Agricultural Products

Preferred products and services sold at the Latah Farmers Market should be grown, sourced, produced, crafted, foraged, made, or raised by the producer of the product. The Latah Farmers Market is ultimately a free market where products succeed and fail by their merits alone. However, vendors in the farmer and artisan category may not resell items that they purchased from someone else. If reselling is suspected, the market manager may need to see where you are producing the product. A vendor may sell another producer's seasonal or consumable products at their booth under the following conditions:

- The vendor is a friend, neighbor, or family member of the person selling the product at the market.
- The person who produced the product lives in Latah County or in the surrounding counties and does not have the time and resources to sell the product at the market.
- The Vendor places a clearly legible sign saying "This product was produced by (insert name) of (insert city and state)". For example, "These lentils were produced by John Doe of Genesee Idaho."
- These exceptions are primarily for local agricultural producers who often struggle to find time to attend farmers markets during the harvest season. Exceptions for crafted goods may be made on a case by case basis by the market manager.

Business Vendors

Local businesses are welcome to advertise their services and hand out samples at the market, but agricultural producers get preference for shaded market space due to the perishable nature of their product. Business vendors may be asked to move if needed. Businesses selling physical products that are not created by the business itself are miscellaneous vendors (see below)

Miscellaneous Vendors

Secondhand and used products (e.g. garage sale or estate sale items) and other items may be sold at the market with permission of the market manager (call 509-979-2336). No permission is needed if you are primarily selling agricultural or crafted products. The market manager will generally allow you to sell what you need to sell at the market, but anyone selling items that are poorly constructed or purchased at amazon or other major retailers just so they can be resold for higher prices will be banned from the market. No ticket scalping or scalping of other items is allowed. Exceptions to this rule (e.g. girl scout cookies) may occur, but you must call the market manager at 509-979-2336 to get permission prior to purchase of these items. All items sold at the market should provide inherent value to the consumer rather than a quick buck for the vendor. Be a giver rather than a taker.

Examples of permitted and not permitted activities are below.

- John Doe is a distributor of hunting knives for a company in Michigan. The company producing the knives relies on distributors like John to market and sell all of their products. He wants to sell these knives at the market. *John would likely be approved to sell at the market as a miscellaneous vendor since the knives must be purchased through a distributor and are not merely purchased from a major retailer.*
- Jack Doe lost money farming this year due to a drought, and he needs to sell his hay swather to keep the farm afloat. *While the market doesn't necessarily sell vehicles and farm equipment, we can make it work if you give the market manager a call before you show up.*
- Jane Doe wants to sell produce purchased at Winco foods and cute Hello Kitty items purchased at Target at a higher price at the market. *Jane Doe would not be allowed to participate in the market since she is not really providing a service to anyone but herself. No items purchased from major retailers may be sold at the market. You cannot purchase produce from retailers or wholesalers and resell it at the market as if you produced it.*

Entertainers and Musicians

Music may be played in the market space, preferably at either end of the market. Any loud music over 85 decibels must be performed in the park Gazebo with prior reservation made at the city. Contact the market manager at 509-979-2336 so that we can make your gig a great success.

Food Trucks:

Contact the market manager beforehand and detail what resources are required at the parking site, (i.e. power, water, etc.) so that we can better serve you. Food trucks typically will park in the main parking lot or north of the main market footprint. Food trucks need to arrive before 3:15 PM to park north of the main market footprint. Parking in the main parking lot is also acceptable.

Alcohol Sales

Alcohol sales are permitted at the market in small amounts with prior notice to the market manager. In general, no more than 10 oz of wine (12% alcohol) or 24 oz of beer (5% alcohol) may be served to any adult person during the market. This is approximately half of the amount of alcohol required to reach a Blood Alcohol Level (BAC) of .08. The vendor must use a hand stamp to make sure that customers do not come back for an excess of drinks. This is mainly to ensure that everyone can legally drive home and that the market stays family friendly. No distilled spirits are allowed. It is easy for vendors selling alcohol to get kicked out of the market if they are not 100% compliant.

Youth Vendors

Minors are encouraged to sell products at the market, but they must be under adult supervision. It is expected that the youth perform the majority of the business activities with the support and supervision of a parent or guardian. Products made or produced by adult family members should not be merely resold by youth vendors as if the youth vendor produced the item. Parent/Guardians are required to supply their contact information for sellers permits and the hold harmless release of liability.

Volunteers:

To volunteer at the market, give the market manager a call at 509-979-2336 or just show up to the market at approximately 3 pm and help vendors set up.

Basic rules:

Be Kind:

There is no tolerance for bad behavior such as being rude, yelling, or verbal or physical assault. Be courteous and respectful to customers and other vendors at all times. Foul and inappropriate language or directing anger at Market staff, volunteers, vendors, or customers will not be tolerated. The Market is a community centered, family-friendly event and everyone is responsible for their behavior. Please respect the facilities and other park patrons and leave the Park in a clean, usable condition to ensure we can all continue to benefit from this public resource. Littering is illegal. Failure to comply with this rule will likely result in you being asked to leave by the market manager. It is mandatory that you report any altercation to the market manager or the police rather than handling it yourself.

Compliance:

Each vendor is required to know and adhere to all State, Local, and Federal laws concerning sales tax, licensing, health, safety, food sales, and product handling. Each vendor is required to keep at their booth copies of any applicable licensing or certification necessary by law to offer their specific goods or services for sale as proof of their compliance. Any authorized governing body or regulatory agency has the right to inspect any vendor for compliance. Vendors who offer prepared foods must make these items in accordance with local and state regulations. Some vendors may need additional permits from the health department (<https://idahopublichealth.com/>) if they are processing food. See <https://healthandwelfare.idaho.gov/health-wellness/community-health/food-safety>. State Code requires the use of commercial kitchens to prepare certain foods. Hot food vendors selling food intended to be consumed immediately are subject to Idaho Department of Health temporary food establishment regulations as well as fire code. If using open flame cooking appliances, vendors must have a working fire extinguisher on site and a flame retardant booth canopy. The farmers market manager does not have the training or expertise required to advise you on what you need to do to comply.

Organic or special labels:

Vendor must provide proof of certification in order to advertise a product as certified by any third party, i.e. "Organic", "Certified Humanely Raised", "Certified Grass Fed". No products may be labeled "ORGANIC" unless Vendor has an Idaho Health Department Organic Certificate.

Insurance and liability:

The insurance company that insures the market says that vendors should have their own liability and/or product insurance. The City of Troy, the Latah Farmers Market, its sponsors, organizers, or managers assume NO responsibility or liability for the products and services offered for sale by independent vendors at the Farmers Market. The Latah Farmers Market offers a list of resources for information on its website as a courtesy to Vendors. Please take responsibility for ensuring your products are compliant and that all certifications have been obtained prior to signing up for the Market. If the Farmers Market management is notified that a vendor is non-compliant, the vendor will lose his/her ability to sell goods at the Latah Farmers Market until they become compliant. Vendors assume responsibility for any damages directly resulting from their use of the Park. See the hold harmless agreement for more information.

Health and Safety:

DO NOT attend the Farmers Market if you are sick or are experiencing any potentially contagious symptoms. I will ask you to go home.

Waste:

Vendors are responsible for their own set-up, clean-up, and safe operation of their space. Vendors will provide their own trash receptacles/bags to manage waste, and you must take the waste generated at their booth with you at the end of the day.

Samples:

Produce samples must be cut at Market and individually packaged in a manner to prevent contact by anyone other than the intended consumer. Please provide a trash receptacle for sample rubbish. No samples may be offered of high-risk foods. See Department of Health and Welfare for a list of high-risk food.

Low-Risk Cottage Foods:

The Idaho Department of Health keeps a list of low-risk "Cottage Foods" which can be viewed at www.foodsafety.idaho.gov. These foods may be produced in a home kitchen and sold at the Market. To determine if your product qualifies, contact the local Health and Welfare office or complete the Cottage Food Risk Assessment Form on the Idaho Health and Welfare website. Foods that do not qualify as Cottage Foods may only be sold when they have been produced in an approved commercial kitchen.

Eggs:

Eggs must be cleaned and kept in a cooler with a temperature no higher than 45°, and cartons should be dated and labeled with producer's name, phone number and address, and the words "UNGRADED EGGS".

Nursery Plants:

Plants and starts may be sold without a license as long as the annual sales are under \$500.00.

Selling by weight:

Products sold by weight must be weighed on a scale certified by the Idaho Department of Weights and Measures **(208) 332-8690**. Vendors must display the Certification from the Idaho Department of Weights and Measures in a clearly visible space within the booth. Alternatively, items may be sold individually, by the bunch, or by the bag if a scale is not available.

Smoking/Vaping/Drugs:

Smoking, drugs, and/or vaping is not permitted in the Vendor or food areas. Please be respectful to the non-smokers around you and use another area of the park or sidewalk for smoking.

Animals:

The health department does not allow animals at booths preparing food. Due to food safety concerns, all pet feces must be collected and disposed of in a sanitary manner. Farm animals being offered for sale and/or rehoming as part of the vendor's booth sales are permitted. All animals must be contained, and under direct control of their owner/handler at all times, and the vendor is responsible for cleaning up after their animals. Due to food safety concerns, food products may not be sold at the same booth as live animals. ADA Service Dogs may or may not be exceptions to this rule. Contact the health department for more information.

Promenade Safety:

Please respect the safety of pedestrians and market patrons by riding bikes in a safe manner and not using motorized or electric vehicles in the market area.

Consent with Rules:

Participation in the 2025 Latah Farmers Market is voluntary and as such, any Vendor's participation will be construed as his/her consent to abide by and uphold the 2025 Latah Farmers Market Rules. Rules are subject to change with or without notice. The most current copy of the Rules will be posted on the Farmers Market website at www.latahfarmersmarket.com once the season starts.

Consequences:

Vendors failing to follow the 2025 Latah Farmers Market Rules will be given a warning on their first offense or be asked to leave. The Market Manager and individuals designated by the market manager are the final authorities at the Market.

Market maps



