

WTGPA Overview



Our Mission:

The West Texas Growers and Producers Association (referred to henceforth as the “Association”) operates several markets and special events for the soul purpose of expanding our mission to the agricultural practices of West Texas and the communities we serve. These markets operate in accordance with all city, county, state and federal laws pertaining to it and all of it's members operations.

The mission of the West Texas Growers and Producers Association is to unite local produce growers and food producers from around West Texas, with the idea that we are all committed to offering good tasting, high quality, healthy local foods and products through honest, hardworking means that strengthen our industry, educate our community, feed our customers and expand each member's ability to grow, prosper and succeed for the benefit of members and consumers alike. We want to thrive on our unique local tastes, varieties, approaches with love and compassion and deep pride from our farms to everyone's tables and home.

2016 Goals:

- Establish new southwest farmer's market; and new markets as the year progresses
- Organize for representation at non WTGPA markets
- Create outreach to chefs, food organizations and local food enthusiasts
- Create multiple marketing and revenue streams for the entire membership
- Determine operating costs and procedures
- Create an education program for both farmers and consumers in West Texas
- Develop new members and identify opportunities for membership.

The WTGPA is a body of farmers, producers, restaurateurs, mobile vendors and consumers aligned with the idea that West Texas is a great place to raise and grow, live and thrive, as well as, work and play.

The WTGPA is a membership body that will organize farmer's markets around West Texas, concentrate marketing efforts for the benefit of it's members with restaurants, local caterers, supermarkets (where applicable), food trucks and the general public, while improving education of the community and its own membership. The WTGPA is working to connect producers and growers with markets and opportunities that they can't reach by themselves, but cooperatively will be able to supply and support a larger market, craft policies that benefit the membership and coordinate and negotiate for the greater good of the association membership.

Membership in the WTGPA gives you access to all aspects of the services we provide and intend to provide. From our Farmer's Markets, to our Buyer's Program (Food Hub), to the cooperative meetings with local organizations and businesses to further our markets, abilities and knowledge, your membership is intended to support West Texas agriculture and the slow food and local food industry.

We hope you'll become a member, to participate in some, or all of the programs we offer, now and in the future.

Briefly describe products and give estimated dates of arrival/availability:

Please Initial:

- I have read and accept the WTGPA Rules and Regulations for the current year.
- I have completed the Market statement for the current year (necessary for insurance purposes)
- I have read and understand the rules and regulations of the WTGPA and agree to be bound by them. By my signature below, I acknowledge receipt of a copy of said rules and regulations.
- I understand that my operation(s) are subject to a member of the WTGPA Board of Directors, membership committee and/or designated representative of the WTGPA to do an on-site inspection to complete my membership application as described in the Rules and Regulations.

Member Signature: _____ **Date:** _____

Checklist for Vendor Participation:

1. you must provide a product list as outlined in the Rules and Regulations
2. complete and return this application
3. complete and return the Member Statement
4. review the WTGPA and market Rules and Regulations for the current year
5. schedule farm/vendor review with WTGPA membership and be up to date on fees and dues.

Note: The acceptance to the Market is at the discretion of the membership chairman/market manager as per the Rules and Regulations.

West Texas Growers & Producers Association
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Lubbock, TX 79403
www.wtgpa.org

WTGPA General Market Rules and By-laws 2016

Introduction:

The West Texas Growers and Producers Association (referred to henceforth as the “Association”) and WTGPA markets (referred to henceforth as “Markets”) operate in accordance with all city, county, state and federal laws pertaining to it and all of it's members operations in each location in which it operates.

The mission of the West Texas Growers and Producers Association is to unite local produce growers and food producers from around West Texas, with the idea that we are all committed to offering good tasting, high quality, healthy local foods and products through honest, hardworking means that strengthen our industry, educate our community, feed our customers and expand each member's ability to grow, prosper and succeed for the benefit of members and consumers alike. We want to thrive on our unique local tastes, varieties, approaches with love and compassion and deep pride from our farms to everyone's tables and home.

1. General Market Governance and Rules:

- 1.1. A member's acceptance to the association and status as an Association Member or Excluded Vendor is at the discretion of the Market Manager and/or Association officers and board members.
- 1.2. Submissions of applications does not guarantee acceptance. The Market and Association reserve the right to refuse membership
- 1.3. No retail selling of non-market members is allowed at the Market without prior consent from the WTGPA and the market manager.
- 1.4. All agricultural products sold at the market shall be of merchantable quality. This is at the discretion of the Market Manager.
- 1.5. A minimum of 75% of all agricultural products sold at the WTGPA market must be grown by the member of WTGPA in Texas. The remaining 25% must be by proven farm/producer/grower inspected and/or approved by a member of WTGPA Board of Directors or Market Manager, or granted special waiver by the Market Manager.
- 1.6. Texas Department of Agriculture and its certified markets require two or more members must be farmers selling their own produce in accordance with the 75/25 rule.
- 1.7. All vendors must represent their products in an honest manner in location, method of growth/production and delivery by process, written or verbal.
- 1.8. Vendors must conduct themselves in a courteous and professional manner.
- 1.9. Pets will be allowed but must abide by all city, county, local animal ordinance and must be on a leash at all times.
- 1.10. No smoking by members allowed within 100 feet of any selling area, or in areas designated by the host location as a non-smoking area.
- 1.11. All members must clean up their area prior to departure and their personal trash taken off premises or left in appointed collection areas. Any non-compliance can result in your expulsion from Market.
- 1.12. The Association will maintain a booth providing information and product sales of items deemed necessary at the discretion of the Association.
- 1.13. Refunds or credits for inclement weather will be at the discretion of the Market Manager
- 1.14. The Market Manager is responsible for maintaining order at the Market. The Market Manager maintains current and accurate records of each member.

- 1.15. Members are responsible for bringing their own tables, chairs, tents, signs, and/or other equipment. Tent size may not be any larger than a 10' x 10', unless multiple spaces are secured ahead of time.
- 1.16. Members are responsible for their own booth set up and tear down.
- 1.17. All signs must be kept within the boundaries of the assigned booth, and not impede view of other member's signs or the walking path of market attendees
- 1.18. Booth size will be 10 x 10 with a per date fee of \$ 15 and each additional space will be an added \$ 10 except where noted for Non-WTGPA Members and Non-Profit Organizations in following sections.
- 1.19. The Market Manager has the authority to issue warnings and take appropriate action against members who violate the Rules and Regulations contained in this document. After one verbal warning, the Market Manager has the power to immediately suspend or remove any member from said market.
- 1.20. Vendors will be required to leave said market, but has the right to appeal to an appointed Appeals Board picked by the President of the Association for possible correction of dismissal and reinstatement to market at a later date
- 1.21. The Market Manager has the right to to immediately suspend or remove any member for any health, safety, and/or liability risks caused by any violation.
- 1.22. The Market Manager may expel any member from the market if it is determined that this would be in the best interest of the Association and /or Market
- 1.23. No multilevel marketing vendors will be allowed. No exceptions!
- 1.24. **Situations not covered by these Rules and Regulations will be handled at the discretion of the Market Manager, and/or the Board of the WTGPA**

2. Vendor Requirements

1. *For Agricultural Producer to become a vendor:*

- 1.1. Complete and sign a current year "Vendor Application"
- 1.2. Complete and sign a current year WTGPA "Member Statement"
- 1.3. Be a member of good standing with the WTGPA, having paid all fees and dues, or pay Non-Member rates and day fees per Market before each market begins
- 1.4. Agree to all terms contained within Association Rules and Regulations
- 1.5. Comply with the 75% Rule (Rule 1.5) and understand that this rule is at the discretion of the Market Manager
- 1.6. Label each agricultural product sold by container with the following (a)City and State of origin/Producing Farm (b)Name/variety of produce/Non-GMO v. GMO
- 1.7. Hold all permits, licenses, last inspections of kitchens and insurance policies necessary for your business operation and provide copies to Market Manager.
- 1.8. Make certain all state, county and city regulations regarding the sale of their product has been approved prior to selling at the Market.B
- 1.9. Be agreeable to inspection of place of production by a representative of the Market/WTGPA prior to first Market appearance. Notification will be made prior to inspection.

1. *For Non-Agricultural Producer (Bakers, Cooks, Canners, and/or other) to become a vendor, you must:*

- 1.1. Fill out and sign a "Vendor Application"
- 1.2. Fill out and sign a "WTGPA Member Statement"
- 1.3. Be a member of good standing with the WTGPA having paid all fees and dues paid
- 1.4. Agree to all terms contained within Association Rules and Regulations

- 1.5. Use local products (150 mile radius of Lubbock), and/or products of Association members when and where available.
- 1.6. Produce/process your own product
- 1.7. Hold all required permits, licenses, last inspections of kitchens and insurance policies necessary for your business operation and provide copies to the Market Manager.
- 1.8. Make certain all state, county and city regulations regarding the sale of their product has been approved prior to selling at the Market
- 1.9. Be agreeable to inspection of place of production by a representative of the Market/WTGPA prior to first Market appearance. Notification will be made prior to inspection.

2. Vendor Fees/Reservations

- 2.1. WTGPA Member Vendor: \$15 per market day/reserved and paid at least one week prior; This fee pertains to each trailer/tent, per market and is limited to a 10' by 10' area. This entitles each WTGPA member vendor to prior marketing for what they will offer and when they will participate with each market day, with additional space available as per section 1.18
- 2.2. Non-WTGPA Member Vendor: \$50 per market day unless agreed to by each market's manager. This fee pertains to each trailer/tent, per market and is limited to a 10' by 10' area and does not require a prior reservation, nor entitles vendor to preferred location and is based on space available, market to market. There are no prior marketing efforts on behalf of the non-WTGPA Member.

3. Non-Profit Organizations

- 3.1. Local non-profit organizations that have current and verifiable 501(c)-3 status with a clearly stated mission may participate in the Market, with a minimum 2 week notice and prior approval by Market Manager. Limitations are as follows:
(1.) Organization must 1.) sell food based items to raise funds and/or 2.) set up informational booth (2.) Occupy one 10' x 10' booth area. A request for additional space can be made in advance as per section 1.18
- 1.2. Groups may set up and sell for no charge, but must provide all display materials including tents, tables and chairs.
- 1.3. Market may limit Non-profits to two displays per market, but can be expanded at the discretion of the Market Manager
- 1.4. Organization must adhere to all other market rules and regulations regarding sales, presentation and behavior.
- 1.5. Fund raising must be limited to market attendees that approach your booth, and aggressive behaviors or active sales are not permitted

4. Addendum(s)

1. Rules and Regulations may be subject to change as directed by the Association with prior and proper notification to all members by standard means of communication including standard mail, email, direct notification, or published membership meeting.