

# Pueblo Farmers Market

## 2026 Rules & Regulations

Pueblo Farmers Market is a community-centered marketplace in Pueblo, Colorado, built to support local farmers and makers while creating a welcoming, reliable hub where neighbors can access fresh food, locally crafted goods, and community resources.





Locally Grown. Locally Crafted. Pueblo Proud.

A successful market depends on shared responsibility, clear expectations, and mutual respect. These Rules & Regulations are designed to support vendors, protect the market, and ensure a safe, positive experience for everyone.




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## Market Times & Locations

### Pueblo Farmers Market — Mineral Palace Park

-  1604 N Santa Fe Ave · Pueblo, Colorado
-  Saturdays
-  7:30 am – Noon
-  May 2 – October 31 (weather and crops permitting)

### Eastside Pop-Ups — PCHC East Side Clinic

-  1346 E 8th Street · Pueblo
-  Saturdays
-  7:30 am – Noon

### 2026 Dates

- May 16 – Eastside Plant & Art Market
  - June 6 – Children’s Entrepreneur Market
  - July 18
  - October 3
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## Market Contact

Market Director

Marci Cochran

719-778-6041

PuebloFarmersMarket@gmail.com

Social Media

Facebook · PuebloFarmersMarket

Instagram · PuebloFarmersMarket

TikTok · PuebloFarmersMarket

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## A. Vendor Eligibility & Product Approval

Vendors must apply and be approved before selling at Pueblo Farmers Market.

- Approval is vendor-specific and product-specific
- Vendors may sell only the products approved through the application process
- Any changes to approved products must be submitted and approved in advance
- Resale of products is not permitted unless explicitly approved by the Market Director

### Product Representation

Vendors must accurately represent the origin of all products sold.

Products grown or produced by another farm or producer must be clearly identified where applicable.

Pueblo Farmers Market prioritizes locally grown agricultural products and locally crafted goods. Vendor mix and product approvals are managed to maintain a balanced, high-quality market that supports regional producers.

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## B. Licensing, Certification & Compliance

Vendors are responsible for complying with all applicable local, state, and federal regulations.

### Cottage Foods Producers

- Must hold current CSU Extension Cottage Foods certification

Other food safety or food handling courses do not meet Cottage Foods requirements because they do not cover:

- eligible Cottage Foods products
- required labeling standards

### Value-Added & Prepared Foods

Vendors must identify all processed foods, prepared foods, and value-added products in their application.

Ingredient lists and sources must be provided where applicable.

### Signage & Labeling

- All signage must comply with applicable regulations
- Vendors are responsible for the accuracy of all claims, pricing, and labeling

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## C. Fees, Applications & Payments

### Application Fee — \$25

- Helps offset administrative costs
- Due at time of application
- Non-refundable

### Vendor Approval Fee — \$75

- Helps support market marketing and promotion
- Invoiced upon approval
- Due within 10 days
- Non-refundable

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## Weekly Vendor Fees

Standard booth space: 10' x 10'

Non-profits hosting family engagement activities — No fee

Farmers, Ranchers, Growers, Beekeepers — \$20

Produce Resellers & Honey Packers — \$30

Makers, Artisans, Cottage Foods, Exhibitors — \$40

Food Carts — \$75

Food Trucks (limited availability) — \$75

Guest Vendors (up to two markets) — \$60

Entertainers / Artists — No fee (tips permitted)

Institutional Market Partners — \$1,900 per season

Vendor fees are structured to prioritize agricultural production, followed by processed goods and prepared foods.

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## Payments

Payments are made through Marketspread.

Weekly vendor space fees are due 7 days in advance.

The first invoice will be due one week prior to the vendor's first scheduled market.

Late payment may result in removal from the market schedule until payment is resolved.

Communication is key. Vendors are expected to communicate promptly if issues arise.

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## D. Market Day Logistics

## Setup

Load-in begins 6:30 am

Early setup must be approved by the Market Director.

Vendors must be fully set up and ready to sell by 7:15 am.

## Vendor Vehicles

Vendors must unload promptly and move vehicles out of the park before booth setup begins.

Vendor vehicles may not remain inside the park during market hours.

Failure to move vehicles may result in delayed setup or removal from that day's market.

## Closing

Vendors must remain set up until market close at Noon.

Early departure requires approval from the Market Director.

Vendor spaces must be cleared by 1:30 pm, leaving the area clean and free of debris.

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## E. Booth Safety, Equipment & Operations

### Vendor of Record

Each vendor must designate a primary contact responsible for the booth.

The vendor of record is responsible for ensuring that all employees, helpers, family members, and volunteers follow market rules and conduct standards.

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### Booth Space

Standard booth space is 10' x 10'.

Tables, displays, signage, and equipment must remain within the assigned space unless approved by the Market Director.

Walkways must remain clear for safe customer access.

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## Canopies & Weights

Canopies are required.

Each canopy leg must be secured with a minimum of 38 pounds per leg.

Weights must be:

- securely attached
- present on all four legs
- in place during setup

Failure to comply may result in delayed setup or removal from the market for that day.

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## Generators

Only inverter-style or super-quiet generators are permitted.

Excessive generator noise is not allowed.

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## Propane

Propane use must be approved in advance and may be subject to Fire Inspector approval.

Propane equipment must be properly secured and safely operated.

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## Waste & Clean-Up

Vendors must remove all trash, boxes, packaging, and product waste generated by their booth.

Grease, wastewater, and food waste may not be disposed of on site.

Vendor spaces must be left clean at the end of each market.

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## Sampling

Sampling must comply with Pueblo Department of Public Health guidelines.

Vendors offering samples must provide proper sanitation and waste containers.

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## Weather Policy

Pueblo Farmers Market operates rain or shine.

The market will delay or close only if conditions are unsafe, including:

- high winds
- lightning
- hail
- freezing temperatures

The Market Director makes the final decision regarding weather closures.

No refunds are issued for weather-related closures.

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## F. Attendance & Vendor Absences

Vendors must notify the Market Director at least three days in advance if they will be absent.

Empty spaces negatively impact fellow vendors and the market as a whole.

Repeated no-shows or late cancellations may affect future scheduling.

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## G. Nutrition Incentives & Market Currency

Vendors agree to participate in applicable market currencies including:

- SNAP
- Double Up Food Bucks

- Colorado SNAP Produce Bonus
- Fresh to Flourish
- PowerUp Protein
- Pueblo Farmers Market gift certificates

Participation details are covered during vendor onboarding.

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## H. Media, Photography & Promotion

Pueblo Farmers Market may photograph or record market activities for promotional purposes.

Participation in the market implies consent to appear in general market media.

Vendors who wish to opt out of close-up or featured content must notify the Market Director in writing.

Wide-angle or crowd images may still include vendor booths incidentally.

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EST *Farmers* 2023

## I. Conduct & Market Environment

Pueblo Farmers Market welcomes everyone.

Respect for vendors, customers, staff, volunteers, and host sites is expected.

### Vendor Courtesy

Vendors must operate their booths in a way that respects neighboring vendors and shared market space.

Vendors may not:

- play amplified music without approval
- create excessive noise or strong odors
- aggressively solicit customers in walkways
- block visibility or access to neighboring booths

The Market Director may address any booth operation that disrupts neighboring vendors or the market environment.

## Smoking & Tobacco Use

Smoking, vaping, and tobacco use are not permitted within the market area.

Individuals who wish to smoke must do so outside the market footprint at the west edge of the parking lot, away from vendor booths and customer areas.

## Alcohol & Cannabis

Alcohol consumption or cannabis use by vendors or staff during market hours is not permitted.

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# J. Market Authority & Vendor Placement

Vendor placement is managed by the Market Director.

While the market makes every effort to provide consistent booth locations, spaces are not permanently assigned.

Vendor locations may be adjusted throughout the season to:

- balance the market layout
- accommodate vendor attendance changes
- close large gaps in the market footprint
- support overall market flow and customer experience

Vendors may occasionally be moved a few spaces from their previous location.

These adjustments help maintain a vibrant and cohesive market environment for both vendors and customers.

Market placement decisions are final for that market day.

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# K. Enforcement

The Market Director may:

- address compliance issues
- issue verbal or written warnings

- require corrective action
  - remove a vendor from a market day
  - suspend participation for repeated or serious violations
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## L. Insurance & Liability

Vendors participate at their own risk.

Vendors are strongly encouraged to carry:

- general liability insurance
- product liability insurance where applicable

Pueblo Farmers Market is not responsible for loss, theft, or damage to vendor property.

Vendors are responsible for maintaining a safe booth environment.

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## M. Produce Sourcing & Reseller Standards Locally Grown. Locally Crafted. Pueblo Proud.

### Why This Matters

We prioritize Colorado-grown food and transparent sourcing.

Our goal is simple: **you should always know where your food comes from.**

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### Who This Applies To

Vendors selling fresh, unprocessed agricultural products they did not grow themselves.

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### Our Standards

#### ✓ Colorado-Grown First

All produce must be:

- Grown in Colorado **OR**
  - Clearly labeled with origin if sourced elsewhere
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**✓ Transparent Sourcing**

Resellers must:

- Provide a list of farms they source from
  - Accurately represent where products come from
  - Distinguish between:
    - “Grown by Us”
    - “Sourced from Partner Farms”
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**✓ Licensed When Required**

Resellers must comply with the Colorado Department of Agriculture Farm Products Dealer requirements when applicable.

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**✓ Clear Booth Labeling**

Customers should never have to guess.  
Origin must be clearly displayed.

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**How We Verify**

- Vendor onboarding review
  - Random spot checks during market
  - Documentation review if needed
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**Our Commitment**

We support:

- Local farmers
  - Honest small businesses
  - A transparent marketplace
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**Bottom Line**

If you're upfront about your sourcing, you're in the right place.  
If not... this probably isn't your market.

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**Non-negotiable signage requirements**

- Minimum 8x10 size
- Must be visible from customer side
- Must match what's actually on the table

**Agreement**

These Rules & Regulations apply to all Pueblo Farmers Market events, including the main market, pop-ups, and special events.

By applying for and participating in Pueblo Farmers Market, vendors agree to comply with these Rules & Regulations and all decisions made by the Market Director in the interest of safety, fairness, and market operations.