



Warrensburg Farmers' Market 2026 Operating Regulations

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1. General Market Overview

Welcome, and thank you for your interest in joining the Warrensburg Farmers' Market. The Warrensburg Farmers' Market is hosted by Warrensburg Main Street, a 501c3 nonprofit organization. The Farmers' Market is part of Warrensburg Main Street's Economic Vitality committee, whose goal is to foster small businesses within Johnson County, providing support to help them develop and grow.

a. Contact information:

Warrensburg Main Street/Warrensburg Farmers' Market

Address: 125C North Holden, Warrensburg, MO 64093

Phone: 660-429-3988

Website: warrensburgmainstreet.org

Email: farmersmarket@warrensburgmainstreet.org

Facebook: @warrensburgfarmersmarket

Instagram: @wburgfarmersmarket

- b. Hours of Operation:** Beginning the first Saturday in May through the last Saturday of September, the market hours each Saturday are 8:00 a.m. to noon. We are a rain or shine Market, with few exceptions. If inclement weather creates the need to cancel or close the market, this will be communicated by email to the Vendors and to the community via Main Street Staff; this will also be shared via the Warrensburg Farmers' Market social media pages/groups
- c. Location:** The Warrensburg Farmers' Market will be held around the Johnson County Courthouse located at 300 North Holden, including the west parking lot, Market Street, Maynard Street, and Hout Street.
- d. Disclaimers:** Each Farmers' Market Vendor shall comply with the Operating Regulations, in addition to complying with any and all statutes and ordinances of the State of Missouri, County of Johnson, and City of Warrensburg, MO, pertinent to the Vendor's participation in the Farmers' Market, including, but not limited to, statutes and ordinances affecting gambling, health and sanitation, building and electrical, construction, maintenance, codes and fire safety.

The Warrensburg Main Street Board of Directors and/or Staff shall have the right to interpret the Operating Regulations as in its discretion it might deem appropriate and to enforce compliance with such Operating Regulations. Any violation of these Operating Regulations or of any statute or ordinance shall result in immediate forfeiture of all rights and participation in the Farmers' Market and the forfeiture of any monies to secure participation in the Farmers' Market.

All Operating Regulations are subject to change due to organizational, local or state regulations. As the Warrensburg Farmers' Market continues to grow and respond to a demand for more vendors to participate, market rules, vendor map layout, and procedures may be adapted to better address operational issues. Any changes will be communicated to all vendors via e-mail and left to the discretion of Main Street Staff.

2. Vendors

- a. General Vendor Information:** Warrensburg Farmers' Market will consist of a ratio of 70% Growers/Produce & Prepared Products Vendors and 30% Artisan Vendors. In keeping with this standard, Main Street Staff will start a waiting list when the limit is reached in either category.
- b. Vendor Descriptions:** Vendors are responsible for accurately identifying their Vendor Type, Category and Classification based on their products sold at the Warrensburg Farmers' Market. This information is used for application review, booth placement, and overall Market organization.

i. Vendor Type:

Season Vendor: Season Vendors may participate for the entire Farmers' Market season, held every weekend from May through September, provided they meet all market qualifications. Season Vendors pay a flat seasonal rate and are expected to attend regularly throughout the season.

One Day Vendor: Such Vendors can participate for ONE Market Day under this category if they meet the qualifications.

ii. Vendor Category:

1. Non-Profit/Community Group Vendor: Organizations selling items or accepting donations in support of a charitable, educational, or community-based mission.
 2. Artisan: Handmade or handcrafted items created by the vendor, such as art, jewelry, textiles, woodwork, candles, soaps, or similar non-food goods.
 3. Food Truck: Vendors preparing and selling **ready-to-eat food** for immediate consumption on site.
 4. Grower / Produce: Fresh fruits, vegetables, herbs, plants, flowers, or other agricultural products that are **grown or cultivated by the vendor**.
 5. Prepared Products: Food items that are **processed, baked, canned, cooked, or otherwise altered** from their original state and packaged for sale (e.g., baked goods, jams, sauces, mixes).
 - a. **Food samples**: Samples of your food are one of the best ways to sell your produce and demonstrate your product. Samples may be provided only if the following criteria are met. After the samples are cut, any remaining amount must be kept covered. Vendors must have a portable clean-up station, like an igloo cooler with a spigot, to wash the sampling utensils and hands. Visit this link for details on temporary setup: [Food Establishment Permit Application](#)
 6. Young Entrepreneurs: Youth-led businesses, 18 and under, where products are primarily made, grown, or managed by the young entrepreneur(s). While a parent or guardian should be present, the Young Entrepreneur is expected to operate the booth for the majority of each Farmers' Market, except for short breaks (e.g., restroom or meal breaks).
- c. **Vendor Classifications**: Classification is by the higher percentage of the items each Vendor is selling; percentages are figured using the number of types of products, not the number of individual items. Vendors must have ONE classification at 60% or more to sell at the Warrensburg Farmers' Market. All approved products must be present at each Farmers' Market day.

Example: a Prepared Products 40%, Artisan 60% Vendor would be classified as an Artisan vendor.

i. Grower/Produce Vendors: All items must be "Grown Local, By Us" to be allowed for sale at the Warrensburg Farmers' Market. Only registered growers with locally grown products being produced by them on their farm will be allowed to sell. Vendors from within a 75-mile radius of the City of Warrensburg city limits may participate in the Farmers' Market. Local Growers may have two vendor spots. The Warrensburg Main Street Board of Directors, Staff, and Warrensburg Farmers Market committee reserve the right to consider any application regardless of the distance from Warrensburg.

ii. Prepared Products: All items must be "Prepared Local, By Us" to be allowed for sale at the Warrensburg Farmers' Market. Vendors selling approved products prepared in a non-regulated, non-inspected kitchen must clearly display a sign at their stand indicating such. The sign must be clearly visible and clearly worded. A sample of acceptable wording is: "Food items were prepared in a kitchen that is not subject to regulation or inspection by the Foods Division of the Missouri Department of Agriculture."

iii. Artisans: All items must be "Handmade Local, By Us" to be allowed for sale at the Warrensburg Farmers' Market. "Handmade" is defined as items that are made by hand by

the Artisan Vendor. No items can be mass-produced by a guided computer or die-cut machine. Artisans may set up a small studio inside their area to do their medium. Artisan craft vendors are required to submit photographs of their products with their application to be juried by Main Street Staff. Photos can be submitted by email to farmersmarket@warrensburgmainstreet.org after their application is submitted. Applications without photographs are not complete and will not be considered until completed.

iv. Non-Profit/Community Group Vendor: A Vendor that is a Johnson County Registered Non-Profit or a Johnson County Community Group. Such Vendors can participate in the market for two vending days during the 2026 season. Products must fall under one or more of the Local Grower, Artisan, or Prepared Products categories and must be produced by a member of the organization. Any manufactured items that are sold must have the organization logo on the item. All Vendors must sign up on the link provided by the Farmers' Market to secure vending dates.

v. Food Trucks/Temporary Food Establishment: Food Trucks and Temporary Food Establishments must prepare, handle, and serve food in compliance with all **Johnson County Health Department regulations** and must obtain and maintain all required permits. Food preparation may occur **on-site or in a licensed and approved kitchen**, as permitted by the Health Department.

- Limited vendor space is available, with preference given to Farm-to-Table establishments. Food trucks may occupy up to two vendor spaces. Farm-to-Table refers to food cooked using ingredients sourced locally from market vendors or farms within a 75-mile radius of Warrensburg.
- All food trucks and temporary food establishment vendors must be inspected by the Food Protection Division of Johnson County Community Health Services, unless already inspected within Johnson County, and must provide proof of a valid inspection certificate. Vendors are responsible for arranging all required inspections and completing all paperwork prior to selling at the Warrensburg Farmers' Market. Failure to comply will result in immediate termination of the vendor application.
- Open fires are prohibited. Each food vendor must provide a 13-gallon customer trash can, remove all used cooking oil, grease, and waste from the market premises. Per the Warrensburg Fire Department, Food Trucks **must** have at least one current dry chemical fire extinguisher at their booth during all market hours.

3. Requirements

- a. **Taxes:** Vendors must collect taxes as required by Missouri State Law. It is the responsibility of each Vendor to pay sales tax to the Missouri Department of Revenue. Visit www.dor.mo.gov for more information about local city and county taxes.
- b. **State Guidelines:** All Food Vendors must follow State of Missouri guidelines. Review details in this brochure: <https://health.mo.gov/safety/foodsafety/pdf/FarmersMarketsBrochure.pdf>.
- c. **Johnson County Guidelines:** Johnson County Community Health Services guidelines can be found here: <https://johnsoncountyhealth.org/foodsafety/>. To set up an inspection call 660-747-6121.

4. Applications

- a. **Application Process:** All Vendors must apply annually, including returning Vendors. Applications will be available within the first quarter of fiscal year (January - December) through Warrensburg Main Street and Warrensburg Farmers' Market social media and websites. Applicants will receive an email indicating their application has been received and reviewed by the Warrensburg Main Street Staff. If an application is approved, the Vendor will receive an email from Main Street Staff with an invoice that must be paid within 30 days of the day Main Street Staff sent the email, in

order for the Vendor to reserve their space for the 2026 season. After 30 days of non payment the space will be offered to the next applicant on the list. Season Vendors can apply up to July 15th. Only One Day Vendor spots will be sold after July 15th.

b. Booth Space/Location: Each Season Vendor will be assigned a location(Hout Street, Maynard Street, Market Street, or the parking lot directly west of the Johnson County Courthouse) based on products sold and tenure as a market Vendor. Spots will be assigned by the Warrensburg Main Street Staff and/or the Farmers’ Market committee. All overflow vendors will be located in the parking lot directly west of the Johnson County Courthouse. Each Vendor will be allocated a 10’ x 15’ space.

c. Fees:

Vendor Category	Fee	Space Details
Local Grower (Season)	\$150	One 10’ x 15’ space included. One additional 10’ x 15’ space may be added for \$50 (maximum 10’ x 30’ total space).
Prepared Products (Season)	\$150	One 10’ x 15’ space included
Artisan (Season)	\$150	One 10’ x 15’ space included
Food Trucks / Temporary Food Establishments (Season)	\$150	One 10’ x 15’ space included. One additional 10’ x 15’ space may be added for \$50 (maximum 10’ x 30’ total space).
Young Entrupernuer	\$50	One 10’ x 15’ space included
Non Profit/Community Group	\$15	10 x 15 Per market
One Day Vendor	\$30	10 x 15 Per market

d. Electricity: Available ONLY for Season Vendors; spots with electricity are limited. In addition to their regular booth space fee, Season Vendors must pay an additional one-time electricity fee of \$100. Fees must be paid at the time of their Season Vendor fees once their application is accepted by Main Street Staff. All Vendors using electricity must use a 12 gauge extension cord. All electricity requests will be reviewed for approval.

e. Waitlist: Due to high demand and our commitment to maintaining a balanced 70/30 vendor ratio, once a specific vendor category is full, additional applicants will be placed on a waitlist. Vendors will be selected from the waitlist based on the types of products they offer, rather than their position on the list. This process ensures a diverse, well-rounded market with a wide variety of products for our customers.

5. Rules & Regulations:

a. Vendor Conduct: All vendors will show others respect at all times. Vendors, employees, helpers or patrons who arrive inebriated, use foul language, or act in a confrontational manner with other Vendors, Warrensburg Main Street Staff or market attendees will be asked to leave the market immediately by Main Street Staff or other Warrensburg Main Street Staff or Board of Directors member. No fees will be refunded and that Vendor will not be allowed to participate in the market for the remainder of the season. No sales are allowed before Farmers’ Market opening time or after the closing time. Orders may be taken prior to market day but shall not be filled until after the market opens at 8:00 a.m.

For example, if a customer orders tomatoes prior to market day, the Vendor may set back or reserve the tomatoes, but the Vendor may not take money from that customer or provide the tomatoes to the customer until after the market opens at 8:00 a.m.

- b. Arrival/Departure:** Vendors can begin setting up after 6:00 a.m. and must be finished with setup by 7:45 a.m. NO Vendor vehicles located inside the market layout may move after 7:45 a.m. If a Vendor is sold out prior to the market closing, they may pack up their area after notifying the designated market staff member. However, if the Vendor's vehicle is in the Farmers' Market area it may not be moved until after the Market closes at 12 p.m. All vendors must be packed up and off the streets by 1:00 p.m.
- c. Check In:** Check In will be located at the Welcome Tent on the corner of West Market and North Holden Street. Check In is only required for One Day Vendors and Non Profits/Community Groups. These vendor categories must check in with the designated market staff member prior to set up.
- d. Vehicles & Trailers:**
 - i. During Market:** Season vendors are allowed to bring one vehicle per booth space into the Warrensburg Farmers' Market. Vehicles must be parked directly behind the booth or, if necessary, outside of the market area. One-Day Vendors and Non-Profit / Community Groups are subject to space availability for parking their vehicle with their booth.
 - ii. Trailers:** Trailers are permitted only with prior approval from Main Street Staff, and vendors must provide trailer measurements in advance to assist with market logistics. Trailers may be used solely for transporting or storing essential booth equipment such as coolers, freezers, or large or heavy items. They cannot be used for marketing or general storage. Any trailer used for setup storage must be removed from the market area before market hours and cannot remain on-site during the day.
 - iii. Additional Vehicles:** Any additional vendor vehicles, or vehicles not in use during the market, must not be parked in on-street parking. Vendors should use designated parking areas provided by the Main Street Staff, as on-street parking is reserved for customers only.

e. Booth Regulations:

- i. Inspections:** ALL Season Vendors will be inspected by Main Street Staff at the Farmers' Market prior to selling at the market once set up for their first day and occasionally during the Market Season. All Vendors are subject to an on-site farm or home inspection by Main Street Staff or Farmers' Market Committee member, at any time during Market Season.
- ii. Sound:** The Main Street Staff reserves the right to monitor and regulate the level of sound from all booths. Loud speakers and noisy instruments are not permitted. Please be considerate of your fellow Vendors. After two warnings during any one market day regarding offensive or loud sound, Main Street Staff shall have the right to disconnect power from the booth or direct the offending Vendor to vacate the booth and leave the market area.
- iii. Pets:** For the safety of all, Vendor pets must be on a leash or otherwise secured away from market attendees at all times.
- iv. Cleanliness:** All Vendors must have a canopy over their booth with adequate weighted tie downs (recommended: 40 pounds per canopy leg) to secure the canopy in their location. In the event of a high wind advisory no canopies will be required but all food must be covered. Each Vendor should maintain a clean and healthful condition within the area and leave the area free of debris prior to the conclusion of each market day. All products should be displayed in an attractive manner. All Food Trucks/Temporary Food Establishments must have a customer trash can (13 gallon size) in addition to the one required by Johnson County Community Health Services. All trash from a Vendor booth must be taken by the Vendor for disposal off site.

f. Attendance/Communication Policy: In order to create the most robust market, clear and respectful communication is essential. Vendors are expected to communicate promptly and professionally with Main Street Staff regarding attendance, schedule changes, or other concerns. If a Vendor is unable to attend the

Market, they **must** communicate with Main Street Staff by calling, emailing, and/or filling out the Missed Market Google Form sent out via email. Communication through social media sites or text messages are not permitted for attendance purposes.

i. Communication Methods: Vendors must notify Main Street Staff by calling, emailing, or completing the Missed Market Google Form sent via email. Social media or text messages are not permitted for attendance purposes.

ii. Missed Market Form: A seasonal form is created for vendors to submit preplanned or leading up to the market weekend.

iii. Minimum Attendance Requirements:

Season Vendors: If a Season Vendor does not attend the Farmers' Market a minimum of twice a month from May to September, the Vendor may be required to forfeit their rights to the booth for the remainder of the season. This includes all paid fees, and the booth may be offered to another vendor. Exceptions may be made at the discretion of Main Street Staff and the Farmers' Market Committee.

Young Entrepreneurs: Must attend **at least one Market per month** and communicate in advance which dates they will attend using the approved methods (call, email, or Missed Market Google Form).

iv. Absences: Vendors must notify the Warrenburg Farmers' Market by calling or emailing Main Street Staff, and/or filling out the Missed Market Google Form by 4:00 p.m. **the Monday prior to the Saturday Market** if they are unable to attend the Market for any reason. This is to allow for fair and efficient Vendor placement. In emergency situations (such as illness, death, or vehicle problems) Vendors should contact Main Street Staff as soon as possible if they are unable to attend.

v. Consequences for Non-Compliance: Vendors who do not adhere to the communication policy are subject to the following consequences:

1st Offense: Written warning from Main Street Staff.

2nd Offense: A second written warning will be issued, along with a fee equal to **25%** of the Seasonal Vendor fee. This fee must be paid prior to the next Market date and before the vendor is permitted to set up their booth or begin selling.

3rd Offense: Possible loss of reserved booth space or suspension for remainder of the season.

Vendors must respect the established market procedures and decisions made by Main Street Staff, as these are in place to ensure fairness, safety, and consistency for all participants.

g. Refunds: No refunds are given to any Vendors once they have submitted their application and Warrensburg Main Street/Warrensburg Farmers' Market has received payment. We are a Rain or Shine Farmers' Market. There are no refunds for rainy days if a Vendor does not attend.

h. Products: Vendors are required to submit a complete list of all items they intend to sell at the Warrensburg Farmers' Market to Main Street Staff. Any item not included on the Vendor's initial list must be approved by Main Street Staff prior to being brought for sale at the Market.

i. Approval Timeline:

Season Vendors: Season Vendors must submit all items they wish to sell no later than one (1) week prior to Opening Day. Vendors proposing to add new items during the season must submit a request via email, including photographs of the items, at least two (2) weeks prior to the Market Day they wish to sell the items. Failure to submit proposed items in this manner may result in forfeiture of vendor space for that market day.

One Day Vendors: One Day Vendors must submit a complete list of products at the time of application. If the products to be sold differ from those listed on the application, One Day Vendors must notify Main Street Staff at least forty-eight (48) hours prior to the Saturday Market. Failure to communicate changes in advance may result in denial of approval to sell those items or forfeiture of vendor space.

ii. Approved Products: The following products are currently approved for sale at the Warrensburg

Farmers' Market by Main Street Staff and Missouri Grown:

Fruits and vegetables, potted and bedding plants, approved baking goods, jams, jellies, honey, eggs, frozen meats, and approved raw crafts not guided by a computer to mass produce. Prepackaged, non-hazardous food products prepared in an establishment licensed under Missouri code as a food establishment.

iii. Special Product Requirements:

1. Egg License: Per Missouri law, all egg producers, dealers and retailers must obtain an annual license to sell eggs in the state. This license term is from July 1 to June 30. Apply at <https://agriculture.mo.gov/weights/device/> under the Missouri Egg Licensing and Enforcement section.
2. Meat Requirements: Vendors who wish to sell meat must sell frozen meat from a USDA or State of Missouri-inspected processing facility. For information on licensing call the Meat and Poultry Inspections Division of the State of Missouri at (573) 522-1242. Visit this link for more information: <https://agriculture.mo.gov/animals/health/inspections/>

Note: Some products may have additional specialty regulations beyond these requirements. Vendors are responsible for ensuring their products comply with all applicable local, state, and federal laws, including labeling standards.

i. Prices: Vendors set their own prices. Prices should be set in keeping with customer satisfaction and consideration of the other market Vendors. If you need additional guidance regarding local area prices or how to set up a business plan, contact the Johnson County Missouri Economic Development Corporation at <https://growjocomo.com>, call 660-747-024, or email info@growjocomo.com.

j. Prohibited Products:

- No merchandise shall be sold, used or given away that is obscene, dangerous or unlawful. Items prohibited include, but are not limited to, the following: alcoholic beverages, illegal drug paraphernalia or representation, and items that have been manufactured. Main Street Staff will notify a Vendor of their violation of this provision, and the items will be asked to be removed from the market area immediately. Main Street has the right to request removal of offensive or non-complying objects. Failure of a Vendor to do so will create forfeiture of their rights and privileges pursuant to their application and understanding of the rules & regulations of the Warrensburg Farmers' Market.
- In order to respect the beliefs and views of all vendors and customers, no political signage or apparel will be allowed to be sold or provided at the market by any Vendor. Anyone wishing to pass out political materials, collect signatures for ballot initiatives, or conduct other political activity will be directed outside of the Farmers' Market boundaries.
- Specific items which cannot be sold include home-canned fruits or vegetables, or other potentially hazardous foods; per US FDA Acidified and Low-Acid Canning Rules and Regulations, home-canned tomatoes are not allowed.

6. Rule Violations:

Warrensburg Main Street and Main Street Staff reserve the right to cancel the privileges of any Vendor who, in the opinion of the Board of Directors, has violated the rules governing the Warrensburg Farmers' Market or any other Main Street event.

7. Disputes and Complaints:

Any grievances regarding the actions, prices, or sales of other Vendors should be brought to the attention of Main Street Staff, not the Vendor in question. Any complaints by a Vendor alleging reselling by another Vendor shall be submitted to the Director of Warrensburg Main Street in writing and signed by the complainant. Complaints made verbally only are not actionable. The name of the complainant shall be kept confidential. Complaints must be submitted via email to director@warrensburgmainstreet.org.

8. Advertising:

The Warrensburg Farmers' Market and or Warrensburg Main Street may arrange for photos and/or video to be taken at events and used for promotional purposes, including printed documents or media, editorial coverage, advertising press and use on the internet. Please be aware that by joining the Warrensburg Farmers' Market, you consent to your VOICE, NAME, and/or LIKENESS being used, without compensation, in films and tapes for use in any and all media, whether now known or hereafter devised, for eternity, and you release its successors, assigns and licensees from any liability whatsoever of any nature. The Warrensburg Farmers' Market and Warrensburg Main Street encourages you to TAG, SHARE, and POST any upcoming Farmers' Market events to help advertise the events.

9. Additional Events:

- **Moonlight Markets, \$30 per event, separate application required.** Moonlight Market Events are scheduled on the LAST Saturday of April and September.
- **Dickens Christmas Market:** First Saturday in December, included in the Season Vendor fee.
- **Third Wednesdays - Downtown Warrensburg, separate application required.** Vendors must sign up on the website: <https://warrensburgmainstreet.org/art-walk/>.
- **Burg Fest, October 9th & 10th, 2026, separate application required:**
<https://warrensburgmainstreet.org/bug-fest/>

10. Questions and Comments:

For additional information please contact Warrensburg Main Street at 660-429-3988, email us at: farmersmarket@warrensburgmainstreet.org or stop by 125C North Holden Street, Warrensburg, MO 64093.