



2026 FARMERS MARKET RULES OF OPERATION PLEASANT HILL, MO

Market Management:

The Historic District Farmers Market (Market) is operated by the Pleasant Hill Historic District (PHHD), a Missouri 501(c)(3) nonprofit organization. A subcommittee of volunteers will coordinate vendors and ensure compliance with all rules and regulations. The subcommittee will report to the board through board representative.

Mailing address: 100 Wyoming St, Pleasant Hill, MO 64080

Website: <https://www.historicpleasanthill.org/>

Facebook, "Farmers Market Pleasant Hill MO": <https://www.facebook.com/PHHDFarmersMarket>

Private Facebook Vendor-Only Group: <https://www.facebook.com/groups/phhdmarketvendors>

** Weekly check-ins will be posted in this vendor group. You must be an approved vendor before access is granted.

Market email: PHillHistoricDistrict@gmail.com

Market Date and Hours:

The 2026 Market will take place on Saturdays from May 9 – September 26, from 9 AM – 12 PM. There will be no Market on July 18 during the Cass County Fair. There are 20 market dates.

Booth Fees

Daily: \$15

Full Season: \$200 - paid in full, up front. (A 33% discount!)

Upon acceptance as a vendor, fees can be paid by check payable to PHHD or online on our Square website:

<https://pleasant-hill-historic-district.square.site/>

Location

The market will be held in downtown Pleasant Hill in the parking lot at the corner of 2nd St and 58 Hwy.

Compliance with Rules and Regulations:

Market participants will operate under the Rules of Operations in this document. Any violation of the Rules of Operation may result in the immediate forfeiture of the vendor's Market rights and any paid fees.



Overview

The Market will be open to persons who desire to sell products of quality and value that preferably have been grown or made by the vendor. Flea market type items are not permitted.

Sales of jams, jellies, eggs, meat, baked goods, flowers, fruits, vegetables, locally produced or locally sourced products and specialty items are permitted if in compliance with the Cass County Health Department.

Application

All vendors must apply annually, including returning vendors. Vendor applications can be found at <https://www.historicpleasanthill.org/market-vendor-application>

Daily vendor applications will be reviewed throughout the season and accepted on a case-by-case basis. Applications must be submitted by the **Tuesday** before a Saturday market for consideration.

Vendors are required to list ALL products to be sold at the Market on their application. All items, along with changes or additions, are subject to approval.

Submitting an application does not guarantee acceptance into the Market. Priority is given to market vendors that are directly and actively involved in the planting, growing, harvesting, production and/or raising agricultural products, animals, or goods.

Booths will be assigned based on type of products and date completed application is received. Booths with space for vendor's vehicle are very limited and will be assigned at market manager's discretion.

Vendors must have any applicable certificates or permits as required by Cass County as well as meet or exceed all guidelines for selling items, **including labeling requirements**.

Refer to: www.casscounty.com/health for questions related to your product.

<https://missourigrownusa.com/farmers-market-handbook.pdf> is also a great resource.

Vendors

A vendor is defined as the primary person signing the agreement and/or operating a Market booth.

The primary person on application must be involved in the production and/or sales of items. Anyone who is working or assisting in the business must abide by the rules.

Each booth must always have an adult 18 years of age or older present.

Vendors should be in place no later than 8:45 AM. Attendance will be taken.

Absence

Vendors must notify the Historic District if the vendor will not be attending the Market for the week.



Notification must be done no later than 8pm Tuesday for Saturday market. A weekly vendor check-in will be posted in the private vendor Facebook group, or see other contact info above.

For safety, a vendor who is late will receive a warning. After three documented warnings the vendor may forfeit the right to a booth for the rest of the season.

In the event of unforeseen circumstances on Market Day, vendors must notify the Historic District as soon as possible.

If finishing the season before the official end of the Historic District Market season, notification of last week should be given to the Historic District.

Compliance with Law

It is the sole responsibility of each vendor to collect and pay sales tax to the Missouri Department of Revenue when required by law. However, [RSMo. 144.527.1](#) does grant exemption to any person or entity with an estimated total annual sales of less than \$25,000 from collecting state and local sales and use taxes defined, levied, or calculated under section 32.085, sections 144.010 to 144.525, sections 144.600 to 144.761, and section 238.235 on all sales of farm products sold at a farmers' market.

Vendors must comply with all Federal, State of Missouri, and Cass County health department rules. It is up to each vendor to obtain any necessary permits and certifications required based upon their product. Please see Cass County Health Department at www.casscounty.com Health department in menu for government or 816-380-8425 for all requirements and questions. All permits and licenses must be available upon request when Health Department attends the market to verify.

Cass County Health Department offers a Farmers Market Stall Permit for vendors that would like to provide cut samples of fruits and vegetables. The information to decide if you need this permit is available through the Cass County Health Department. Each vendor is responsible for any permits needed.

Vendor Space

Vendors will have assigned 10x10 booth spaces. All Vendors must be set up by 8:45 AM. You may drive into the market area to drop off your items, however for the safety of patrons and other vendors, **all vehicles must be moved out of the market area by 8:30 AM**. Vendors may park vehicles on Front St, Wyoming St, 1st St or adjacent areas. No vendor vehicles are allowed in customer parking spaces inside the market lot unless given express permission by the market manager.

The Market does not provide any set-up equipment or supplies. Vendors must bring their own tents, tables, and chairs. **All tents must be adequately weighted down to ensure safety at every single market.**

Vendors are responsible for setting up, displaying, and bagging their products in a manner that is sanitary and attractive. Vendors are required to keep their area clean.

Vendors must display pricing at their booth for all products offered.



Vendors shall not sell out of any vehicles, including trailers. No trailers or vehicles are allowed in the Market area unless loading or unloading. If a vendor must have a vehicle or trailer available in the Market area, please indicate this on the application. The Historic District will work with each vendor on any individual concerns to try and resolve.

Under no circumstance are vendors allowed to drive over the curb/sidewalk to get in or out of their space.

A vendor is required to keep contents, products and needed materials in an organized manner within the boundaries of the assigned area.

Each vendor is responsible for disposing of the vendor's own trash. Vendors may not dispose of trash in the trash can located in the Market area. Trash cans are solely for the use of customers.

If vendor sells out before end of market, the vendor may tear down if able to do so safely and without interruption to other vendors or customers.

No vendor can authorize another vendor to utilize their assigned stall space.

Product

All produce, plants, or meats must be grown or raised in Missouri or grown within 150 miles of Pleasant Hill, Missouri.

Sale of live animals and used items are not permitted. Resale of packaged meat is prohibited.

Homemade baked goods and locally produced or locally sourced products related to a Farmers Market are allowed if approved and proper documentation is provided.

Sign Requirements

Each vendor must display the name and location of his or her farm or business at their booth.

Only those approved can utilize "organic" signs and must provide supporting documentation and certification during the application process.

Conduct

Vendors must always be truthful and honest in disclosing the origin of products being sold and their production practices.

Vendors and their employees will be neat, suitably dressed, and communicate in a courteous and appropriate manner.

No smoking is allowed in the Market, including vape/e-cigs.



Vendors, employees, helpers, or patrons who arrive inebriated during Market hours, use foul language, or act in a confrontational manner will be asked to leave the Market immediately and will need approval to return.

If a problem arises during market hours, please contact the on-site Volunteer. Disputes will be settled according to the Rules of Operation. The Committee's decision will be final.

Vendors are responsible for educating their staff about these Rules and Regulations. Vendors are responsible for the actions of their staff.

Music or other amplified sound is not allowed in the space, without prior permission.

Vendors must comply with all applicable federal, state, and local statutes, ordinances, regulations, and laws. No vendor shall discriminate against any person in the performance of their work because of race, religion, color, sex, national origin, age, disability, sexual orientation, gender identity, ancestry, veteran status, or income level.

Miscellaneous

No political signage allowed at the market. Anyone wishing to pass out materials and/or collect signatures will be directed outside of the market boundaries.

Indemnity and Hold Harmless

Each vendor will be responsible for and will pay for any personal injuries, property damage or cleanup costs caused by activities of the vendor or anyone helping the vendor; and each vendor, by signing the application agreement, hereby holds harmless the City of Pleasant Hill and the Pleasant Hill Historic District and any committee or committee member who work with the Market for any such damages.

The vendor further agrees to pay any claims against the City of Pleasant Hill or Pleasant Hill Historic District for personal injuries that are the fault of the vendor or anyone helping the vendor (this includes the costs of any lawsuits, out-of-pocket expenses, and attorney's fees). Based on the severity of an infraction, a vendor may be immediately expelled from the market, without prior warnings.

Promotions and Advertising

Photographs of vendors at the Market are taken. As part of the consideration for the use of a booth, vendors and vendor's staff participating in the Market authorize Pleasant Hill Historic District to use any photograph(s) taken of said persons during Market activities and waive all claims that said persons may have or claim to have resulted from such photos or reproduction of them.