

# Newport Harbor Farmers' Market

*A Vital Tide Foundation Initiative*

**Fuel Your Body. Inspire Your Mind. Connect with Community.**

**Location:** Newport Harbor Lutheran Church, 798 Dover Dr, Newport Beach, CA

**Hours:** Saturdays, 9:00 AM – 1:00 PM | **Launch:** Winter 2025/2026

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## Mission & Purpose

The Newport Harbor Farmers' Market (NHFM) is a non-profit Certified Farmers' Market (CFM) operated by the Vital Tide Foundation. Our mission is to create a permanent community home that connects neighbors with fresh, local food while supporting California's small family farms and local artisans.

## 1 Admission Standards

Participation is by invitation only. Vendors are selected based on quality, sourcing, and community alignment.

- 1. Certified Producers (Farmers):** Must grow the produce they sell within California and possess a valid Certified Producer's Certificate (CPC). *Reselling agricultural products is strictly prohibited.*
- 2. Prepared Foods:** Hot food or pre-packaged items must be prepared in a certified commercial kitchen. A Temporary Food Facility (TFF) permit from OC Environmental Health is mandatory.
- 3. Artisans & Crafters:** Items must be handmade or designed by the vendor. Mass-produced items are not permitted.

## 2 Market Operations

### Schedule (Rain or Shine)

- **7:30 – 8:30 AM:** Arrival & Setup. Vehicles off market floor by 8:30 AM.
- **9:00 AM – 1:00 PM:** Market Open.
- **1:00 – 2:00 PM:** Breakdown. No breakdown permitted before 1:00 PM.

### Stall Integrity

- **Tents:** White 10'x10' tents secured with **10 lbs of weight per leg** immediately upon setup.
- **Signage:** Business Name banner required. Farmers must display CPC and location.
- **Trash:** "Pack it in, Pack it out." Vendors must remove all waste generated by their stall.

## 3 Fee Structure

Fees are calculated as a percentage of gross sales **OR** a minimum flat fee, whichever is higher. Fees are collected at the end of the market day via check or electronic payment.

- **Certified Producers (Farmers):** 7% of Gross Sales OR \$45 Minimum.
- **Prepared Food & Artisans:** 10% of Gross Sales OR \$60 Minimum.

## 4 Compliance & Documents

Vendors must maintain current copies of the following documents on-site at all times:

- **General Liability Insurance:** Minimum \$1M per occurrence, naming *Vital Tide Foundation* and *Newport Harbor Lutheran Church* as Additional Insured.
- **Health Permits:** Valid OC Health Permit (for food vendors).
- **Load Lists & Sales Reports:** **All Vendors** must provide a load list of products and a gross sales report to the Market Manager at the end of each market day for fee verification and auditing.

## 5 Code of Conduct

We are guests at the Newport Harbor Lutheran Church. Professionalism is paramount.

- **No Smoking/Vaping:** Permitted only in designated areas outside the market footprint.
- **Noise:** Quiet generators (e.g., Honda EU series) only.
- **Respect:** Abusive behavior toward staff, volunteers, or customers results in immediate expulsion.

*The Market Manager reserves the right to refuse admission to any vendor not in compliance.*

**Questions?** Will Troutman, Executive Director | [will@vitaltide.org](mailto:will@vitaltide.org) | [www.vitaltide.org](http://www.vitaltide.org)