

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

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.

- 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.*
- 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.
- 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@valtide.org | www.valtide.org