UMFM COVID-19 Outbreak Guidance (Updated May 8, 2020)

Abridged market hours:
10:00AM to 12:30PM

You will have TWO ways to purchase: pre-order and point-to-purchase. Please pre-order as much as possible! Place pre-orders by Thursday night at the very latest. You will also have the option of point-to-purchase shopping with SOME but not all vendors. Pre-order and point-to-purchase shoppers must arrive at their assigned pickup & shopping slot — divided by last name (see below). Please observe this schedule — if you are late to your pickup time, please come to the market at last call. Please remember you will only have 25 minutes to shop.

Our weekly e-newsletter (which will now go out on Wednesdays) will denote which vendors accept pre-orders and which ones permit point-to-purchase. We will also provide links or emails to the vendors who accept pre-orders.

Pickup & shopping slots:

<table>
<thead>
<tr>
<th>Last name</th>
<th>Time slot</th>
</tr>
</thead>
<tbody>
<tr>
<td>A-F:</td>
<td>10:00AM to 10:25AM</td>
</tr>
<tr>
<td>G-K:</td>
<td>10:30AM to 10:55AM</td>
</tr>
<tr>
<td>L-R:</td>
<td>11:00AM to 11:25AM</td>
</tr>
<tr>
<td>S-Z:</td>
<td>11:30AM to 11:55AM</td>
</tr>
<tr>
<td>Last call</td>
<td>12:00PM to 12:25PM</td>
</tr>
</tbody>
</table>

Point-to-purchase clarification: produce and products are NOT touched by multiple shoppers prior to purchase. Point to what you’d like and the farmer or vendor will place it on a table for you to bag. Farmers, vendors, staff, and volunteers are sanitizing regularly, please use our sanitizing stations to do the same.

Market rules:
1. All shoppers, vendors, staff, and volunteers MUST wear a face mask or covering
2. Only one shopper per household — please leave your children at home
3. No pets, we just don’t have room
4. Stay 6 feet from other shoppers
5. Only one shopper per vendor table — if a shopper is already at a table, WAIT 6 feet back
6. All shoppers have a 25 minute shopping time limit
7. STAY HOME if you feel sick or have been sick within the last 3 days

There will be NO market money during the outbreak, please pre-order (pay online/arrange payment) or bring small bills for point-to-purchase purchases. There will also be NO loyalty card program at this time — our goal is for everyone to receive a card with the past markets punched at a later date. Lastly, please note the restrooms on the lower level of the township building will be closed to the public.

Additional changes (for vendors only):
1. You must wear a face mask and disposable gloves — you will also be spaced 15 feet apart
2. No samples, no tablecloths, and do not handle customers’ reusable bags
3. You must set-up an online pre-ordering system — even if it is just an email. Please remind your customers to come at their time slot according to their last name. Ideally, point-to-purchase purchasing will be used only at Amish vendors. You may bring extra products to sell to point-to-purchase shoppers, but you are not required to do so. Please consider going cashless and only accepting payment online or with contactless payment (if your equipment is capable). Online pre-order systems: https://www.youngfarmers.org/wp-content/uploads/2020/04/Farmers-Guide-to-Direct-Sales-Software-Platforms.pdf Square also offers an online store and invoicing system — vendor pays processing fee (about 3%)
Additional changes (for volunteers only):
1. No musicians or special events until further notice
2. No information tent — we do not need another place for people to inadvertently congregate
3. Due to the above changes, I will only need two volunteers per market (9-11 and 11-1)