



Blue Mountain Station Co-Op
Vendor Policy
Adopted 3-28-18

Located in Dayton, Washington, Blue Mountain Station (BMS) Co-op is a member-owned cooperative grocery store that works to increase consumer access to affordable healthy and responsibly produced food and products. As a socially and environmentally responsible organization it seeks to create and nurture relationships with other Co-ops, farms, small businesses and local producers. We believe that bringing our neighborhood together around good food can strengthen community connections and promote economic and cultural diversity while increasing the overall health in Dayton, WA.

The Blue Mountain Station (BMS) Co-op aims to educate consumers on sustainable food practices and support the economy by providing an outlet for local food, home and personal-care products. The cooperative shall provide a basic screening of products offered for sale based on this policy.

By local, BMS Co-op means preferably within the SE part of Washington State and the NE part of Oregon. However, products produced in the Pacific NW are acceptable. Certain items preferred by members will be allowed from other areas if they fit within the co-op guidelines and consumer requests.

All products sold through the co-op must be approved by the Manager and/or the BMS Co-op Board Directors or designee. At least 70% of all items sold by the Co-op must be fresh produce or processed food with suitable local products preferred. A consignment fee will be taken.

Product Selection Guidelines

BMS Co-op is committed to providing quality products at reasonable prices and operating in a manner that is fair and equitable to members, staff, vendors and the community. They aim to adhere to the following guidelines, when possible:

- Products with high nutritional value
- Local and regional products
- Organically and sustainably grown products
- Products available from other cooperative producers
- Whole foods and foods processed with a minimum of chemical additives and sweeteners
- Bulk food in preference to prepackaged products
- Products which are produced using environmentally sound practices with consideration for labor practices and the overall effects on people and animal welfare
- Products which are honestly labeled and packaged
- Health and personal care products produced without testing on animals and using sustainable and natural ingredients

Sometimes, due to customer demand, seasonal fluctuations or market pressures, the Co-op may carry products that do not meet the standards set above.

Submitting Products for Consideration

You may contact the Market Manager by email at bmscoopmarket@gmail.com , or US mail at 700 Artisan Way, Suite F, Dayton, WA 99328 to have your products considered. The manager will refer requests to the proper committee or responsible person.

Produce: When possible, produce shall be grown locally under sustainable and high standards. Organic produce is preferred but not required. Under special circumstances, some non-local items may be acceptable if requested by consumers and accepted by the Manager.

Processed Foods: All foods must be processed under applicable local, state, and federal laws and regulations. The vendor must submit the product and packaging samples for review along with the wholesale price list and contact information to the Manager. Please allow two weeks for review.

Non-food items: The BMS Co-op is committed to offering its customers the highest quality and safest products available, including personal care products. We are not requiring any certification, but we encourage our producers to follow standards as established by the Natural Products Association (NPA). The NPA Standards for Personal Care Products are available for downloading at:

https://www.npainfo.org/App_Themes/NPA/docs/naturalseal/The%20Natural%20Standard%20041112%20final.pdf

Labeling

All labels must be in accordance with local, state, and/or federal laws associated with each individual product.

For further information on labeling requirements, visit the Washington State Department of Agriculture website at www.agr.wa.gov .

Invoices and Payment

Payment terms shall be agreed upon prior to placing items for sale. Checks are processed and mailed or delivered once per month.

Pricing and Margins

Prices must be pre-arranged prior to placing them on the shelves for sale. If the Co-op sells your merchandise, a 20 percent consignment fee will be charged. Fee may be negotiated on a case-by-case basis as needed.

Orders

The Manager will work with you to determine the quantity of products needed. The Manager will either place orders or the vendor may recommend product types and quantities to the Manager. Due to space limitations the manager may limit quantities and types of merchandise.

Delivery Schedule

All deliveries must be on a scheduled basis or upon agreement with the Manager. All deliveries should come through the back door if possible. Products are to come in organized and labeled appropriately. An inventory sheet shall be included with each delivery.

Products returned to vendors will be clearly marked on the inventory sheet and unless it is pre-arranged, the vendor should take them away.

Delivery Hours to be arranged based on days and hours of operation.

Co-op Membership

While not required of vendors, we highly encourage co-op membership because the success of the market is dependent upon all users. Due to our small scale and new operation, the BMS Co-op needs as many members as possible to develop the organization and to stock the store.

Commercial Kitchen and Food Establishment Permit

The BMS Co-op has obtained a Food Establishment Permit from the Health Department and is located adjacent to the Blue Mountain Station Commercial Kitchen. Some items produced in the Commercial Kitchen may be sold in the BMS Co-op Market with no additional permitting other than a Food Handler's Card. Please see the Market Manager for details on this opportunity.