



INDEPENDENCE FARMERS MARKET

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INDEPENDENCE FARMERS MARKET RULES:

The purpose of these rules is to govern the operation, administration and management of the Farmers' Market. In issuing rules, it is not our intent to burden participants, but to ensure the smooth operation of the market. The manager and Steering Committee will implement and enforce all rules and regulations pertaining to the operation of the market in a fair and equitable manner. We welcome suggestions for ways to improve the market.

The market will operate from 9am-1pm Fridays beginning the first Friday in May and ending the second Friday in October.

Participation in the Independence Farmers' Market is open to all vendors who embody the spirit of the Market mission statement and are growers/farmers, producers/processor, and craftsmen within a 100-mile radius of Independence. Exceptions may be granted at the discretion of the board. Vendors must be registered with the market manager and agree to pay any expected fees and abide by the regulations of the Virginia Department of Agriculture and Consumer Services (VDACS), the Virginia Department of Health (VDH) and the Market bylaws.

Vendor Type – Grower/Farmer selling Raw Agricultural Products that include fruits, vegetables, flowers, bedding plants, and potted plants. A vendor may resell products from another source within the 100 mile radius ONLY if they are *clearly marked with the Market resale sale sign (available free from the manager) and comprise less than 50% of the dollar value of the vendor's products.*

Producer/Processor selling products made from raw agricultural products grown/raised/produced by the vendor that have been processed. Examples are canned vegetables, jellies and jams, salsa, oils, vinegars, baked goods, cider, molasses, honey, ice cream, burritos, sandwiches, etc. Vendors of processed products must abide by applicable federal, state, and local health and label regulations. If certification of processing facility is required, vendor shall provide a copy to the market manager at time of registration.

Artisans- Non-agricultural products selling at the market would preferably relate to and compliment farm, garden, or food themed crafts. Handmade soap, hand crafted furniture, pottery (for example) are potentially acceptable after review. The vendor must have created the products or be a friend or family member of the artisan. Those vendors already established within regular market days are grandfathered. The craft jury will review all applicants and determine eligibility status. All products must be made locally (within 100 miles) by hand, without the use of kits, commercial molds, stock images or manufactured primary components, and should exhibit creativity and skill, in order to add value to the market's shopping experience. Jurors will be looking for craftsmanship, originality and attention to design elements. Vendors may appeal to the board for final ruling. Jurying is not required for special artisan craft days

In order to pay for advertising, management, inspection, legal and liability requirements associated with Market Operation, fees will be charged for all participating vendors. An annual fee of \$80 with 8 hours of

volunteer time *or* a flat fee of \$160 *or* a daily fee of \$15 will be collected by the market manager at time of registration. New vendors will be granted a one-time use for free but must register and submit a fee for continued use of the market. Fees are waived for students.

The On-line Market charges a 10% fee based on sales and is automatically collected by the software. Any approved vendor is welcome to join the Online Market.

Vendors are allowed to smoke only in the designated smoking area.

The Market accepts SNAP and EBT and vendors with eligible products are expected to participate. Vendors must comply with regulations for accepting Match tokens and WIC and Senior Farmers Market coupons which are for ONLY for FRESH FRUITS AND VEGETABLES.

Spaces will be assigned by the market manager. Preference will be given to seasonal vendors.

Vendors must arrive no later than 15 minutes before the start of market and be ready to sell by the opening time, 9:00am Friday, and must have their area cleaned up by 30 minutes after the close of market.

Vendors are responsible for compliance with all permits, inspections, licenses, regulations governing their products, production and business practices. Vendors are responsible for carrying any necessary liability insurance for their products.

Vendors who offer samples must comply with VDACS rules for safe handling.

Each vendor participating in the market shall be responsible for any loss, personal injury, deaths and/or damage that may occur as a result of the vendor's negligence or that of its servants, agents and employees and thereby agrees to hold harmless the market, its successors and assigns from and against all losses, damages, claims, suits or actions, judgments and costs and attorney fees which may arise or grow out of any injury or death or persons or damage to property in any manner connected with the vendor's products, operations or vending at the market.

The Market Manager's job is to coordinate all of the activities of the weekly functioning of the market and to implement market policies. This includes oversight of the market set-up and clean-up, daily assignments, collection of dues, fees and information, assuring vendor compliance with cleanup, display all Farmers Market policies and answering questions. The Market Manager also acts as a conduit of information from the vendors and customers to the Steering Committee. The Market Manager has complete authority to interpret and implement policy on the market site. If you have any questions or concerns you wish the Steering Committee to address, please submit your concerns and proposals in writing to the Market Manager.

Violations of any market regulations will be dealt with by the market manager. The manager may give a verbal warning notice to a vendor for an infraction of the rules. If a vendor receives two verbal warning notices, the president of the Steering Committee shall call a meeting of the officers. The officers will then take formal vote giving the manager or president the power to expel the seller if a third violation of rules occurs.

In the event that there is a grievance with another vendor, customer or the manager, a written complaint or email will be presented to the manager or the Steering Committee. The grievance will be acknowledged in writing and the matter will be addressed. The decision will be communicated to the complainant and documented. All decisions are final.