



## **A Project of Southern Appalachian Family Farms LLC 2014 Rules and Regulations**

### **All Products are to be Produced Locally**

Local is defined as within 100 miles of Clay County, NC. Producers must grow, raise or produce a minimum of 50% of their products for sale. A value-added product will be classified as agricultural if the main ingredient is obtained locally. Other homemade canned or baked goods or other homemade products will be considered a non-agricultural product. No resale of other products permissible. All vendors will be approved through an application process which must be received in advance. All products to be sold must be approved in advance. The Market Committee will notify you of your acceptance. The EHM will maintain a 50% ratio of farmers to arts and crafts.

### **Types of Merchandise**

- **Produce:** Fruits, vegetables, herbs, mushrooms and honey
- **Dairy:** Pasteurized milk, cheeses and eggs
- **Meat and Poultry:** Processed and packaged meat and poultry products
- **Cut Flowers & Vegetable Transplants:** Loose or bundled and vegetable transplants
- **Nursery Stock:** Potted perennials plants, bare root, tree stock and shrubbery
- **Canned:** Homemade acidified canned goods, jams and jellies
- **Baked Goods:** Homemade breads, cakes, cookies and pies
- **Vineyards:** Wine and juice
- **Arts & Crafts:** Hand crafted fine art products, crafts and soaps
- **Businesses and Organizations:** Non-profit and profitable entities displaying and promoting
- **Food & Beverage:** Food or beverages offered for sale and served at the market

### **Farmers Vendors Fees**

**Pre-paid Annually:** \$150.00 is due April 1 for vendors to be assigned a permanent space.

**Pay-As-You-Go:** \$10.00 due prior to set-up at each market opening.

### **Arts & Crafts Vendors Fees**

**Pre-paid Annually:** \$180.00 is due April 1 for vendors to be assigned a permanent space.

**Pay-As-You-Go:** \$12.00 due prior to set-up at each market opening.

### **Hours of Operation (rain or shine)**

Thursday May 22, 2014 to Thursday August 28 -- 4:00 pm to 8:00 pm

Thursday September 4 to Thursday September 25 – 4:00 pm to 7:00 pm

### **Set Up & Vehicles**

Vendor space measures 12 feet X12 feet. You need to provide your own canopy, table and signage and set up by 4:00 pm. Vendors will be expected to remain until closing at 8:00 pm even if they have sold all their products. Exceptions to this policy must be approved in advance. Vendors are requested to park vehicles off the square. No sharing of spaces. All vendors required to pay market fees, except families.

### **Labeling**

All farmers are requested to label and/or post their products with the price, origin and method used for growing (i.e. conventional, chemical free, organic, all natural, etc). This will assist the consumer in making a clear choice

## **Arts & Crafts, Businesses & Organizations and Food & Beverage**

Artists and crafters handmade products are to be juried in advance with application. All information, merchandise or other materials are requested to be submitted to the Market Committee for approval two weeks prior acceptance into the market. No more than two of similar products will be accepted. Pay-as-you-go vendors may be rotated.

## **Certifications, Permits and Licenses**

- All producers and value added products are required to have labeling and refrigeration or approved coolers maintaining proper temperatures as required by state regulations and local health regulations.
- All meat and poultry vendors must be registered as a meat handler with the NCDA.
- All food and beverage vendors, including cooking demonstrations, must have approved methods for handling and distributing food and beverage items in compliance with all regulations. Clay County Health Department 828-389-8052
- All vendors are responsible to obtain any licenses or permits necessary for selling, tasting or displaying your products.
- All vendors are solely responsible to obtain appropriate product liability coverage for their products as they deem suitable.
- All vendors are solely responsible to collect NC sales tax if required by NC sales tax authority. A copy of the certificate is to be displayed at your space.

All vendors are required to submit a copy of all certifications, permits or licenses to the Market committee before your first setup

## **Tobacco, Pet & Alcohol Policy**

Smoking, chewing or other tobacco products are prohibited within the walls of the Clay County Square. Vendors are requested to adhere to the tobacco policy at any time during market hours. No vendor is permitted to have any pets on the square. All vendors must adhere to Clay County Alcohol Ordinances.

## **Space Clean Up**

Each vendor is responsible for cleaning his/her rented space to the satisfaction of the Market Manager. No dumping of oils, water or any other material anywhere at the market location. Any violators will be responsible for costs incurred for clean up cost.

## **Logo Use**

Vendors wishing to use the Evening Harvest on the Square logo must apply in writing and hand deliver to the Market Manager explaining how the logo will be used. The EHM Committee will approve or disapprove, and respond in writing.

## **Grievance Policy**

The Market Manager or Committee Member has the right to impose disciplinary action at the Market site. In the event of customer dissatisfaction, the dispute must be resolved to the satisfaction of the customer and the Market Manager or Committee Member in a timely manner. The Market Manager or Committee Member has the authority to order and remove any person or vendor from the Market who is guilty of any violation of these Market regulations or any ordinances of the city, county or state laws. Upon failure to vacate, the Market shall have the right to remove all property of vendor from the premises at vendor's expense. The manager or assigns are relieved and discharged from any all/loss or damage caused by such removal and shall not be responsible for storage or safekeeping of property so removed.

