



# Fayette County Farmers Market Rules and Guidelines 2018

## Introduction

Before applying to the Fayette County Farmers Market, please review this entire document, Indiana State Department of Health regulations, and other applicable information that pertains to your items for sale. Applications must be approved before you can participate in the Farmers Market.

The Fayette County Farmers Market is a Growers-Only Market for Fayette, Franklin, Henry, Rush, Union and Wayne county producers/artisans to support the interest of local farmers, producers, and consumers. The purpose of the market is to create a sales venue for area farmers, provide opportunity for consumers to purchase quality farm-grown goods, provide a community gathering place, to promote and stimulate economic development, and create traffic in the Downtown area.

Vendors are the growers and producers of the fruits, vegetables, plants, herbs, flowers, baked goods, dried goods, jams, honey, syrup and/or other approved products intended to be sold at the market. The Fayette County Farmers Market supports local, small-scale farmers and gardeners by providing a marketing opportunity to sell homegrown produce, and homemade farm-related items directly to consumers. All products must be raised, harvested, prepared for resale, packaged, and displayed in accordance with federal, state and local regulations.

All value-added products and handcrafted items are to be made by the vendor. Secondhand and flea market type items are **NOT** allowed. **NO AUCTION ITEMS will be allowed at the market.**

**Vendors are responsible for ensuring that their products meet all applicable Health Department standards and agree to abide by the law to participate in the Fayette County Farmers Market.** Questions regarding compliance with these regulations should be directed toward the Fayette County Health Department. The Fayette County Farmers Market is not responsible for the enforcement of USDA or any other federal, state or local regulations. Should any enforcement agent inspect our market, each vendor is responsible for the compliance of his/her merchandise.

Please submit the Fayette County Farmers Market application along with the signed market agreement that you have read the rules and guidelines and are in agreement with the terms of the market. Applications need to be submitted and approved 1 week prior to the market along with payment.

### **I. Times of Operation of the Market**

The Fayette County Farmers Market is open in the summer on Saturdays from April-September. In 2018, markets will begin on Saturday, April 28, with a soft opening and have a grand opening on Saturday, April 28, and run every Saturday from 9 am – 12 pm thru September 29. Vendors can set up at 8:00 am.

### **II. Location of the Market**

The Fayette County Farmers Market is an outdoor market located in the Courthouse city parking lot off of Central Ave., (401 Central Ave. Connersville, IN 47331).

### III. Weather Clause

The Fayette County Farmers Market is operational every Saturday April-September, regardless of weather conditions (exception for severe weather resulting in a state of emergency or travel advisory). If a market is closed, it will be posted to the Fayette County Farmers Market Facebook page.

### IV. Important Contacts

Questions and concerns over the Rules and Guidelines, Application, or general inquires can be directed to the Fayette County Farmers Market Advisory Team meeting. Possibly the easiest way to reach out would be the Facebook page **Fayette County Farmers Market or calling the contact(s) listed below for the market.** For additional questions, we've included additional important contacts you may need to know.

#### Postal Mail:

Fayette County Farmers' Market  
City of Connersville  
500 N Central Ave  
Connersville, IN 47331  
Becky Marvel 765-821-1986  
Purdue Extension 765-825-8502  
[faycofarmersmarket@gmail.com](mailto:faycofarmersmarket@gmail.com)

#### Fayette County Health Department

401 N. Central Ave.  
Connersville, IN 47375  
Phone: (765) 825-4013  
Bruce Price, Health Inspector  
[fayettecountyhealthdepartment.com](http://fayettecountyhealthdepartment.com)

#### Food Protection Program, ISDH

Krita Click, Food Program Director  
100 North Senate Ave, N855  
Indianapolis, IN 46204  
317-234-8569  
[food@isdh.in.gov](mailto:food@isdh.in.gov)

#### Office of the Indiana State Chemist

[www.isco.purdue.edu](http://www.isco.purdue.edu)  
765-494-1492

#### Indiana State Egg Board, Dept. of Egg Inspection

Candy Bryers, Asst. to Executive Administrator  
Dept. of Egg Inspection, Purdue University, Poultry Science Bldg  
15 South Russell Street  
West Lafayette, IN 47907  
765-494-8510  
[cbryers@purdue.edu](mailto:cbryers@purdue.edu)

## Approved Products at the Market

1. All vegetables, flowers, or herbs grown by the vendor from seed, bulbs, sets, or seedlings.
2. Any fruits, nuts, or berries grown by the vendor from trees, bushes or vines on the vendor's property.
3. Any vegetable or berry plant grown by the vendor from seed, seedling, cuttings, or division bulbs and seeds propagated by the vendor. Cut flowers or flowering plants may be sold.
4. Honey produced by the vendor's bees.
5. Fresh baked goods made by the vendor. In addition, pre-packaged baked goods must be labeled with ingredients to meet applicable federal, state and local laws, ordinances and requirements. See Home Base Vendor pamphlet
6. Value-added agricultural products such as jams, dried tomatoes and soy milk. Value-added products and prepared food items must meet all applicable federal, state, and local health regulations.
7. Plant and animal products grown and crafted by the vendor (soaps, herb salves, wreaths, etc).
8. Meat and eggs products with proper state certifications on file and proper refrigeration.
9. Art or craft items made by vendor or crafted by group members of nonprofit groups.

## **I. Consignment Policy**

A vendor may sell produce or value-added products on a consignment basis for another grower or producer with prior approval from the Market Coordinator. Under **NO** circumstances may a grower sell produce that was purchased at wholesale vendors for resale at the Fayette County Farmers Market. The consigned produce has to have a sign stating the exact location of where it was grown.

The purpose of consignment is two-fold. First, it allows participation in the market by a local grower with a limited number of products. Second, it widens the variety of products available at the market, which benefits the consumer and promotes the success of the market. The following guidelines apply:

1. Before bringing consigned products to market, the vendor must have an application approved.
2. Consigned produce or products must be brought to the market without vendor prepayment for those items.
3. The product must be grown or produced by the consignor on his or her own farm or facility.
4. The consignor will be subject to all rules of the market, including inspection for compliance with grower requirements.
5. Consignment arrangements as to quantity and price are between the vendor and the grower/producer of the item.
6. No items may be offered for sale that are not produced by vendors or consignors, except by permission of the Market Coordinator, which may be granted if such items are determined to be for the good of the market as a whole and do not detract from other grower/vendors.
7. Non-farm art, crafts, and value-added food products produced by a vendor may also be sold with the approval of the Market Coordinator. Farmers who produce value-added and craft items will receive preference over non-farmer artisans in selling these items at the market, dependent on market needs. No items in violation of copyright laws may be sold.

Value-added products – jams, dried fruits, soy milk, and similar goods – should use ingredients grown by the vendor or locally grown whenever possible. All value-added products must follow local, state and federal labeling guidelines.

## **II. Not Permitted at the Fayette County Farmers Market**

The following items are prohibited under all circumstances: firearms, open/unauthorized alcoholic beverages, unleashed pets, and items not approved by the Fayette County Farmers Market, the local or state Health Department, or other legal authority.

Vendors may not sell produce that has been cut open, potentially hazardous food items, or food items that do not align with Health Department standards. Home Based Vendors (HBV - vendors NOT preparing food in a commercial kitchen) should carefully review Health Department guidelines for restrictions, paying special attention to packing and labeling requirements\* of the HEA 1309. *\*Each label requires 6 pieces of information and is outlined in detail in HEA 1309 (see Home Base Vendor rule pamphlet.).*

Some examples of non-acceptable items at market are salsas from HBVs (considered potentially dangerous by the Health Department) or any vendor opening a product and selling that product individually without the proper certifications (Commercial Certifications required by Health Department). No RAW Milk is to be sold.

### III. Non-Profit Organizations at the Farmers' Market Beverage Station

Non-profits can apply at no charge and earn cash for their fundraising effort by registering to run the Farmers' Market Beverage Station Booth, provide their own tent, beverages, and manpower to run the station. The Farmers Market would like healthy drinks to be served. Completed Service Application required.

Any non-profit group that is not selling, but setting up for informational or educational activities at the Farmers' Market, can do so at no charge. Completed Service Application required.

## Market Fees/Booth Space

All fees will be used to support the promotion and operation of the market including, but not limited to, public relations and marketing expenses, market supplies, market fixtures and other business expenses as the Advisory Board sees fit.

1. These fees are not refundable, and can be paid by cash or check (please make checks payable to: Fayette County Farmers Market).  
**Fees:       \$50 for the season (April through September)**  
**\$20 for any 5 Saturdays**  
**\$5 per Saturday**
2. If a seasonal vendor knows he or she will be unable to attend the market on a particular day, the vendor should notify the Market Coordinator as soon as possible.
3. All vendors are independent entities and as such are responsible for compliance with local codes and for paying all applicable taxes and/or federal, state and local fees. It is highly recommended that you research and stay current in checking the local state and other applicable regulations and see how they apply to you.

Seasonal vendors will receive the same booth space each week so that the market has continuity and simplicity for its customers. Seasonal vendors will be given first preference of spaces on the first day of the market. Other spaces will be available on a first-come, first-served basis, unless the Market Coordinator approves otherwise. Market Coordinator reserves the right to relocate vendors as needed.

Vendors are limited to one vehicle per space. If a trailer is used to display and sell goods, it must be detached from the towing vehicle, and the towing vehicle must be removed from the Market area. No vehicles permitted to enter the Market area after 8:45am or leave before 12:00am. All displays, including umbrellas and canopies, must be securely anchored, without damage to city or county property, and not extend beyond the limits of the assigned space. **Driving through the market is a safety issue, and vendors violating this rule or leaving early may be excluded from future markets.**

# Vendor Rules

1. It is highly recommended each vendor carry his or her own personal, product, and liability insurance. All authorized vendors participating in the Fayette County Farmers Market agree that they are independent operators/entities and not partners or participants in a joint venture, and shall be individually and solely responsible for all claims, loss, injuries, deaths and/or any other damages that may occur as a result of the vendor's negligence, unsafe goods, and/or participation in the market.
2. Vendors are responsible for all applicable laws, regulations, and ordinances pertaining to their farm products, baked or processed foods and shall have obtained all necessary licenses, permits, and inspections prior to selling any products at the market. Vendors must clearly display all applicable licenses, permits, and prices as well as provide copies for the Market Coordinator to keep on file. In addition, farm or business names including addresses are to be in a prominent place. Vendors agree to a production site visit/inspection by the Farmers Market Advisory Team.
3. Vendors are responsible for their own display, including tables, extension cords, chairs, weather protection, etc. Each vendor is responsible for keeping his or her booth space clean, and to tidy up before leaving. Vendors must remove all trash and dispose of it properly. Vendors are also expected to help collaborate on the cleaning of the area after every market.
4. Vendors selling by the pound must use and provide their own certified scale.
5. Vendors must maintain their display set up until the close of the market and may not begin breaking down until end of market time unless otherwise approved by the Market Coordinator.
6. The Market Coordinator has the right to require a vendor to change his or her display if it is deemed to present a safety risk or does not otherwise comply with market rules.
7. Vendors selling outside of the allotted time or driving during market hours may be asked to not return to the following market.
8. Vendors, their employees, and associates shall dress and act in a professional manner with customers, vendors, and staff. Vendors are expected to treat market staff, volunteers, other vendors, and customers with respect.
9. Children under the age of fourteen years shall not be a vendor unless accompanied by and under the supervision of a parent or guardian or responsible adult.
10. Rough, menacing, vulgar, profane, or abusive language and/or harassment or hawking of products will not be tolerated.



Fayette County Farmers Market - City of Connersville  
500 N Central Ave Connersville, IN 47331

Facebook Page – Fayette County Farmers Market

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