

FLUVANNA COUNTY FARMERS' MARKET

Rules and Guidelines

"Local producers working in voluntary cooperation"

PURPOSE: To promote the Farmers' Market as a sales outlet for local farms

OUR UNDERSTANDING:

TUESDAYS 2-6 @ PLEASANT GROVE, April to October

1. All items for sale must be home grown (made). {NO resale of items}.
2. Producers found in violation of rule 1 shall be prohibited from further participation in the Market.
3. The Market Co-Managers (or their designee) will **schedule and perform** site visit to each producer's farm or home, **BEFORE THEY ARE ALLOWED SALES AT THE MARKET** to verify production. Producers refusing to allow a site visit and inspection will be removed from the Market. Upon completion of site visit the vendor will receive a "Vendor Certificate" which must be displayed at the Market. If it is determined that vendor is not complying with the Market Guidelines the vendor will be asked to leave.
4. **LOCAL ONLY.** (Fluvanna, Albemarle, Louisa, Goochland, Cumberland and Buckingham counties).
5. No Flea Market items.
6. The numbers of vegetable producing members are limited to 8. Vendors selling some produce will be reviewed on a case by case basis. A waiting list will be kept and used as needed.
7. No foods prepared on site, unless you have a current Health Department permit, or are in compliance with the appropriate governing body, i.e. the Va. Dept. of Agriculture.
8. Vendors may set up as early as 1 p.m., but **NO EARLIER**, and may begin selling at 2 p.m. Vendors operating outside of those hours are not in compliance with the Fluvanna Farmers Market rules as adopted by the

Fluvanna Board of Supervisors, and may therefore lose their vendor privileges provided by Fluvanna County.

9. Individual vendors are responsible for:

- a) Sales Tax collection. ("Form R-1" from the Commission of Revenue)
- b) Complying with State Laws concerning sales at Farmers' Markets.
- c) Keeping area clean and neat.
- d) Setting prices.
- e) For insurance purposes, please name Fluvanna County and Fluvanna Farmers Market as "additional insured" in your policy.
- f) Scales must be certified by VDACS.

10. Vendors violating VDACS rules will be asked to comply with those rules. If vendor does not comply, Managers reserve the right to ask that vendor to stop selling that product.

11. Vendors/Producers **MUST register through the **Market Co-Managers**. 2014 Managers will be announced after the spring meeting. In the meantime, contact John Thompson in the VCE Fluvanna office at 434-5491-1950 or jthomp75@vt.edu.**

12. Vendors will stay until the close of the market (6 p.m.) unless they are sold out of product. If a vendor has to leave prior to the close of the market, they are asked to set up on an end of a row, to prevent leaving gaps in the market during operating hours.

13. No Pets allowed in the market area.

14. Each Vendor will be provided approximately 12 ft. of width, depth being no concern, to accommodate as many as possible.

15. Any Tents must be weighted and/or anchored adequately to protect from the results of high wind.

16. Every producer selling at the market, whether in person or through a partner, must have a current form and fees in with the Market. Both will be visited, and must adhere to all rules.

17. One vote per vendor is allotted. Example: Thompson Farm has one vote, regardless how many employees Thompson Farm has present at the Farmers Market annual meetings.

18. Each FOOD vendor at Fluvanna Farmer's Market is required to have product liability insurance as appropriate, and provide a copy of certificate of liability with Fluvanna Farmers Market as an additional insured, to market management. (Enacted per vendor vote November of 2011, amended March 2013) **ALL VENDORS are required to have general liability insurance as appropriate, and provide a copy of the certificate of liability with Fluvanna Farmers Market as an additional insured to market management. (Enacted per vendor vote November of 2013).**

19. Co-Managers have the ability during the season to grant vendors from outside of the definition of local to participate, so long as those vendors are not in direct competition with local vendors at the time the application is made

Updated November 2013