

Norton Friends & Farmers Market Rules 2020
P.O. Box 618, Norton, VA 24273
Farmers Market Building: 815 Park Avenue, S.W.

1. The market will begin the **first Tuesday in June and run through September**. Time of operation is from 4 to 6 p.m., weekly.
2. **Fees: Weekly - \$5.00 (per vendor, per market)**, payable at the opening of each market **as you enter the building**. **Seasonal Growers** – Seasonal growers will be allowed to pay for the season based upon space required. There are two (2) one-time seasonal vendor fees to choose from: Seasonal growers needing one (1) seasonal space will pay \$5.00 per market for a total of \$85.00. Seasonal growers needing two (2) seasonal spaces will pay \$10.00 per market or \$170.00. This one-time seasonal vendor fee is due on the first market day. **Fees are pro-rated** based on number of markets in the season, and **seasonal growers will be given a permanently assigned vending space determined by the market managers**. Please Note: All vendors selling at the market owe the \$5 fee. No selling or set up may occur outside the market building unless the market manager assigns you to vend in the parking area.
3. **Only 1 vehicle per vendor is allowed inside farmers' market building**. **Vendor set up begins at 3:15 p.m. on market day (ABSOLUTELY NO EARLIER, PLEASE!)** and all vendors **MUST BE in place by 4:00 p.m. NO VENDOR MAY BEGIN SELLING BEFORE 4:00 p.m.—NO EXCEPTIONS AND NO VENDOR MAY LEAVE BEFORE THE END OF THE MARKET!** All vendors are responsible for bringing their own tables, chairs, change, signage, extension cords, tape, decoration, and display equipment. **Vendors must sign a copy of the market rules stating they have read, understand, and agree to follow all rules before vending. NO TABLES WILL BE PROVIDED FOR VENDING.**
4. **All Items sold at the market must be grown or produced by the seller; items may not be purchased elsewhere for resale at the Norton Farmers Market.** We reserve the right to inspect the origin of any items sold.
5. **Homemade baked goods (made from scratch), candies, jams/jellies, apple butter, and molasses made by the seller** can be sold at the market if they meet all State health requirements. All baked goods should be individually wrapped. **Each item must be labeled with name of product, name, address and phone number of the producer, date item was made or processed, list of ingredients in order of predominance, net weight notation, and the Virginia state disclaimer: "Not for resale – Processed & prepared without state inspection."** *(Please Note: Compliance with the Department of Agriculture guidelines and restrictions is the sole responsibility of the vendor. Vendors must demonstrate to the Market Manager their compliance with all guidelines. For further questions, contact **Chris Salyer** of the **Virginia Department of Agriculture and Consumer Safety at 276-220-3210 or Christopher.Salyer@vdacs.virginia.gov**)* **(Please Note: Started July 1, 2013, vendors may sell canned pickles and other acidified vegetables (i.e., pickled vegetable), candies, dried fruits, dry herbs, dry seasonings, dry mixtures, coated and uncoated nuts, vinegars and flavored vinegars, popcorn, popcorn balls, cotton candy, dried pasta, dry baking mixes, roasted coffee, dried tea, cereals, trail mixes, and granola. These items have the same labeling requirements as above.)**
6. **Honey produced by vendors own hives** can be sold if the vendor sells less than 250 gallons annually. The State of Virginia requires that all honey be labeled as follows: **"Processed and prepared without state inspection. Warning: Do not feed honey to infants under one year old."**
7. **Meats** must meet the requirements of the Food Inspection Section of the Virginia Department of Agriculture and Consumer Services, and be processed in a USDA inspected facility and have a Department of Agriculture stamp. **All meat inspections are the responsibility of the vendor.** **Poultry:** Up to 1,000 birds may be sold annually without inspection or labeling requirements. **Dairy** products must be processed under "Grade A" dairy permits. **Eggs** must be clean and labeled with name and address of the vendor. If eggs are ungraded, they must be labeled as such.
8. **Potentially hazardous food items stored and/or displayed to sale, (including poultry, meats, eggs and cheese) must be maintained at or below 41° F.** An ice chest can be used for cooling. **Cutting and sampling of food** items is allowed if items are kept in a covered container, and measures are taken to prevent potential contamination of individual servings.
9. **Please see Market Manager before selling hot, ready-to-eat foods.** Only individuals approved by the Virginia Department of Health can sell hot, pre-prepared foods at the market. A copy of current food vending license must be provided to Market Manager.

10. **Locally produced wine** may be sold with prior permission of the Market Manager.

11. **Pet food** must be labeled with name of product, animal it is intended for, quantity statement, and list of ingredients.

(NOTE: For further details on specific regulations, contact the following: **Dairy Services**-804-786-1452; **Meat & Poultry**- Barry Jones at 804-786-4659; **Pet Food**-John Wampler at 804-382-1433; **VDACS Weights & Measures**-276-228-5501)

12. **Craft sales** are permitted provided items are handmade by the vendor, his/her family. **Items may not be purchased elsewhere for resale at the Norton Farmers Market.**

13. **Prices for items shall be established by individual vendors.** Collusion among vendors to exert pressure or persuasion to cause any vendor to increase or decrease selling prices is prohibited.

14. **Vendors are responsible for any applicable tax obligations** (*Sales Tax: Virginia State Law requires all vendors to register with the Virginia Department of Taxation, and to collect and report sales taxes. Information and applications can be obtained from the Virginia Department of Taxation, PO Box 1114, Richmond, VA 23218-1114. www.tax.virginia.gov, Phone: 804-440-2541*)

15. No **live animals** can be sold. **Vendor pets** are not allowed in the market area.

16. **Appropriate language and dress** are required due to the family atmosphere of the market. **Vendor smoking is not allowed in or around the market building.**

17. **Vendors will leave their spaces empty, picked up and clean** at the end of the market day.

18. Vendors are encouraged to **display a photo and short bio** at their booths. The Market Manager can take photos and collect bios at the beginning of the market season.

19. It is the **responsibility of vendors to satisfy customer complaints.** The Market Manager may ask vendor to leave in the case of multiple customer complaints or if vendor activity jeopardizes the smooth running of the market.

20. Vendor participation is voluntary in the **USDA Supplemental Nutrition Assistance Program** (food stamps); participation in the **Virginia's Senior Farmers' Market Nutrition Program** (coupons for low-income seniors) requires approval by VDACS. **Any vendor who wishes to accept these benefits at the farmers' market must agree to comply with all rules and regulations governing participation in these programs.** **The Market Manager and/or City of Norton reserve the right to ask any vendor not in compliance with program regulations to leave the market.** For questions or more information, please talk to the Market Manager. By signing below, I acknowledge receipt of EBT and low-income senior rules and regulations.

21. Vendors are solely responsible for their supplies, money, and product. **The Norton Friends and Farmers Market Managers and the City of Norton and its employees and agents or officials are hereby released from any responsibility or liability for loss, damage, or theft of merchandise while at the Market.**

22. **Vendor (lessee), by signing this document, agrees to follow all rules set herein, and agrees to protect and hold the Norton Friends and Farmers Market Managers and City of Norton harmless and to indemnify the leaser from any and all claims, demands, suits, actions, judgments and recoveries for or on account of damage, theft, injury (including death) to property or person occurring as a result of lessee's use of the leased property and any other cause whatsoever.**

Signed by: _____

Date: _____

Print name clearly: _____

Vendor Mailing Address: _____

Vendor Phone Number: _____ Email Address: _____

2020 - Norton Friends & Farmers Market, Norton, VA
Michele Knox and Katie Dunn Co Market Managers
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