

CAROLINA BEACH FARMER'S MARKET RULES

(Agriculture)

Your signature or checkbox on the application form indicates that you have read, understand and agree with these rules.

The Carolina Beach Farmer's Market is sponsored and governed by the Town of Carolina Beach. The Market was established to provide a location for local growers, producers, artisans and crafters to sell their goods directly to consumers, to encourage and promote the use of locally-grown and produced products, and to enhance the quality of life in Carolina Beach by providing a community activity that fosters social gathering and interaction.

The following rules were established to ensure the smooth operation and success of the market:

VENDOR EQUIPMENT AND SUPPLIES

Each vendor is responsible for providing and removing any and all equipment and supplies he or she requires in conducting business on the Market site. This includes signs, tables, chairs, products and equipment utilized for clean-up purposes.

SIGNS

All signs must remain within the allotted vendor's exhibit space and must not block traffic or pedestrian ingress or egress, or interfere with other vendor's display or views. Maximum sign size is 12 square feet.

EXHIBIT SPACE

Market management has full authority to assign exhibit space. Requests for particular sites will be given consideration but management reserves the right to assign and locate all vendors. Spaces will be assigned by 3:00pm on the Friday preceding Market day for all vendors whose fees are paid by that time. Due to the nature of the market area some spaces will accommodate vehicles and some will not.

HOURS AND DAYS OF OPERATION

The Market will run from Saturday, May 17th through Saturday, October 4th. Market days are Saturdays from 8:00am until 1:00pm. No sales will be permitted during set-up times or past listed closing time. All vendors must remain at the Market site until the 1:00pm closing, and must vacate the Market site by 2:00pm.

SET-UP, CLEAN-UP AND BREAKDOWN

Set-up starts at 7:00am and must be completed by 8:00am. Vendors are responsible for removing all garbage from their area. Spaces are to be left in the same condition as when rented. Breakdown starts at 1:00pm and must be completed, and spaces vacated, by 2:00pm. **Any vendor breaking down before 1:00pm is in violation of the Rules of the Market and continued violation will result in being banned from the market.** All vendors must haul out their trash at the end of the day. On-site trash receptacles are for customers only.

ATTENDANCE

The Market will operate rain or shine unless the Carolina Beach Farmer's Market Committee determines the weather would pose a public hazard. Vendors must give 24-hour notice to Paul Boroznoff, 910-386-3541 if they will be unable to attend a market they have reserved space for. Not giving notice will be considered a violation of Market rules. The Market allows for "acts of God/nature" (equipment failure, car problems, medical emergencies, etc.) Notify Paul as soon as possible in these circumstances. Any vendor not on site by the start time of the market will not be allowed to set up. Sellers are required to remain on site for the entire duration of the Market.

VEHICLES AND PRODUCT DISPLAY

Each booth space must have a sign indicating the name and location of the farm or business. Vehicles shall not be utilized as a display or dispensing area for Market goods unless approved by the Committee and located in approved parking areas. No vehicles are to be driven on sidewalk areas around the lake. No vehicle may remain running during Market hours other than for purposes of refrigeration of product. All products sold must have either individual pricing or display signs indicating price and description of product. A master price list can be substituted for individual product pricing. The use of canopies, awnings and sun umbrellas are encouraged and must be secured. All products must be sold, displayed and stored from a surface above the ground. All vendors must utilize tables, shelves, cases or other structures for these purposes. All scales used must have a state certification sticker visible.

PERMITTED MARKET ITEMS

Fresh produce, cheeses, plant items, flowers, baked goods, jellies, jams, preserves, and other non-commercial food items may be sold by the original producers, their agent and/or relative. No peddlers, no wholesale, and no resale items are allowed. All items sold as organic must meet the requirements of the National Organic Program and sellers must have a copy of their certification on file with the Committee as well as with them when selling at Market. All prepared food items, meat, fish and cheese sold must meet state and local health regulations including the inspection of the prepared foods seller's kitchen by NCDA health inspectors and labeling in compliance with the regulations. Sellers must have a copy of their inspection form on file with the market manager, as well as with them when selling at market. All items sold must meet county, state and federal regulations. Upon prior Committee approval, vendors are allowed to supplement their product offering with other locally grown/produced items if at least 60% of the value of the product offered each market day is grown/produced by the vendor. Vendors will be required to clearly identify all such products, indicating the producer's name and location of production. "Local" shall be defined strictly as produced in North Carolina. Permission to carry a product will be determined on a case by case basis. In the case of product that is grown or produced by a market vendor, preference will be given to the vendor growing or producing rather than to the vendor applying to "carry" the product. Each carried item MUST have a sign (at least 4" X 6") displayed WITH each item. Vendors that have a master price list must also identify the name and location of the farmer/producer on that list. The Committee reserves the right to request receipts of "carried" products and/or contact the source of any "carried" product to verify origin. All products must be produced in North Carolina; all carried items must meet all eligibility requirements for products that can be sold at the market. Vendors "carrying" products requiring inspection and certification must provide a copy of

the original producer's inspection, license and/or certification. The Committee will resolve any doubt as to the suitability of an item. The Committee reserves the right to conduct an inspection of any market vendor at any time to verify product origin. No soliciting or political or religious activities shall be permitted within the Market area. Displays of public interest, such as nutritional, health or consumer information may be displayed with the permission of the Committee. The Market does not offer exclusive rights to any one vendor to sell any one product as Market customers generally benefit from having a choice.

APPLICATION and FEES

All applications for the 2016 Farmers Market must be received by April 1, 2016.

After April 1, 2016, the Carolina Beach Farmers Market Application Review Panel will sort through all applications and discuss approval. The approval process will be based on whether the application is complete, the vendor meets the established rules, the quality and uniqueness of products, and whether space is available. Either a letter or email will be sent by Friday, April 15, 2016 to let you know if your application has been accepted. If accepted, an invoice will be sent with the letter. The invoice must be paid by **Tuesday, May 24, 2016.**

The review panel consists of Pleasure Island residents that have an interest in volunteering with the Carolina Beach Farmers Market. If you would like to be considered for the review panel, please email farmersmarket@carolinabeach.org

When reserving space for the entire season, agricultural/food spaces are \$15.00 per Market day or \$250 per Market season with fees to be paid in full prior to the first Market day. In addition to a reduced fee, seasonal reservations with continuous weekly participation will insure the same space each week. Some spaces with electricity are available on a first requested, first served basis. No reimbursement will be made for fees paid if a vendor decides to no longer participate at the Market.

MISCELLANEOUS

Vendors are responsible for collecting and remitting their own sales tax. Vendors are responsible for all permits required by North Carolina or New Hanover County to sell their products. Vendors must comply with all laws, ordinances and regulations of the United States, State of North Carolina, New Hanover County and Town of Carolina Beach. All rules are subject to being revised periodically. No live animals may be sold or given away at the Market.

ENFORCEMENT OF RULES

The Carolina Beach Farmer's Market Committee is responsible for enforcing the Market rules. Possible violations will be discussed and resolution made. Continued violations will result in being banned from the Market with no reimbursement of fees paid. Vendors selling prohibited items will be asked to remove those items from sale or leave the Market. Any vendor challenging another vendor's product's legitimacy or conduct must file a written complaint with the Committee, giving the name of the vendor and the product or situation they feel may not be in compliance with Market policies. The complainant must date and sign their name to the complaint and the Committee will then resolve the issue.