



Rules for Town of Hope Mills Farmers Market

1. Products which can be sold include:
 - a. Any fruits, vegetables, nuts or berries grown by the seller.
 - b. Any plant grown by the seller from seed, seeding, transplant or cutting.
(For items “a” and “b” above, priority will be given to those farmers who are offering their own produce. If necessary, consideration will be given to those vendors who re-sell produce so long as proof is provided that the produce was originally purchased directly from a local farm.)
 - c. Bulbs propagated by the seller.
 - d. Eggs produced by the seller’s poultry.
 - e. Honey produced by the seller’s bees.
 - f. Fresh baked goods made by the seller. All baked goods must be wrapped.
 - g. Preserves, relishes, jams, jellies, etc. made by the seller.
 - h. Fresh cut or dried flowers grown by the seller.
 - i. Meat and cheese from animals raised by vendor.
 - j. Seafood.
 - k. Furniture and similar, handmade, refurbished, etc. made by the seller.
 - l. Paintings, pottery, sculpture and similar produced by the seller.
 - m. Handmade jewelry, metal works produced by the seller.
 - n. Local photography & artwork, greeting cards, post cards, matting enlargements, etc. produced by the seller.
 - o. Handmade dog treats made by the seller, all ingredients must be clearly listed.
 - p. Handmade oils, lotions, soaps, etc. made by the seller.
 - q. Healing Arts, Natural Remedies, etc.
 - r. This is not a comprehensive listing. All interested vendors must submit an application to the Art and Culture Committee for acceptance. Other items may be selected or approved by the Committee.

2. All produce must be of top quality, to be determined by the Event Coordinator.
3. Unprocessed fresh fruits, vegetables, nuts, mushrooms, whole grains and honey can be sold without state or local regulation. Good Agricultural Practices shall be followed to ensure the safety of the consumers.
4. Eggs shall be sold only under the North Carolina Egg Law.
5. Seafood is regulated by the NC Department of Agriculture and Consumer Services, Food and Drug Protection Division. Documentation of compliance must be provided upon submission of vendor application and on file with the Event Coordinator.
6. Anyone selling meat should have a "Meat Handlers License" and the packaged meat should have a NC Federal Inspection Stamp and certification provided to the Event Coordinator.
7. Low-risk packaged foods such as baked goods, jams, jellies, candies, dried mixes, spices, some sauces and liquids, and pickles and acidified foods can be made in a home-based food business. The products are regulated by the NC Department of Agriculture & Consumer Services. Documentation of compliance shall be provided upon submission of vendor application and on file with the event coordinator.
8. High-risk packaged foods such as refrigerated or frozen products, low acid canned foods, dairy products and seafood products must be processed in a commercial kitchen when offered for sale. These products are regulated by the NC Department of Agriculture & Consumer Services. Documentation of compliance shall be provided upon submission of vendor application and kept on file with the Event Coordinator.
*For more information: <http://ncagr.gov/fooddrug/food/homebiz.htm>
9. All items sold as organic must meet the requirements of the National Organic Program.
10. No animals may be sold or given away at the market.

Section 2: Fees

1. Sellers must pay a \$50 non-refundable annual vendor fee. This fee must be paid within a specified time after being selected to participate. The fee to participate in the entire season (May, June, July, August, September, and October) is \$50. The fee to be a vendor for a single Saturday is \$20. Please specify the month on the attached application.

Section 3: Hours and Dates of Operation

1. The Town of Hope Mills Farmers Market will operate from 9:00 a.m. to 1:00 p.m. on the first Saturday in the months of May, June, July, August, September and October.
2. Set up shall begin no earlier than 7:30 a.m. (ready no later than 8:30 a.m.) and tear down no earlier than 1:00 p.m. Vendors are expected to remain for the duration of the Market.

Section 4: Seller Requirements

1. Sellers must reside and produce the items they sell within a 100-mile radius of Cumberland County, NC unless otherwise approved by the Art and Culture Committee.
2. Priority shall be given to those vendors who are the original producer of the items being sold however the Art and Culture Committee may consider accepting other vendors upon review.

3. All prepared food sellers must have a copy of their kitchen inspection forms on file with Event Coordinator, as well as with them when selling at the Market.
4. Sellers of organic items must have a copy of their organic certification on file with the Event Coordinator as well as them when selling at Market. Only certified organic growers may display signs using the word “organic.”

Section 5: Space Reservations

1. A space will be assigned to each vendor prior to the first Market of the season.
2. Vendor spaces are non-transferrable during the market season.
3. Vendors must supply their own tents, tables, chairs, etc.

Section 6: Market Logistics

1. At the beginning of each market day vendors must check in with the Event Coordinator.
2. Vendors shall be solely responsible for the cleanliness around and under their space and stand at all times. The Town will not be responsible for furnishing any setup requirements, labor or supplies to vendors. Trash must be securely bagged, tied and disposed of in Town supplied trash receptacles. Receptacles will be made available in the park.
3. Vendors who provide samples and/or products that will result in waste material, such as cups, rinds, and corn cobs, must provide containers for waste disposal.
4. Prices must be clearly posted for all items sold.
5. No sales shall occur prior to the official start time or after the end time of the Market.
6. Vendors shall be responsible for setting up their stand in an attractive manner; keeping boxes and supplies stored from sight. All baked goods are required to be covered.
7. Sellers should not move their vehicles in or out of the Market area at any time. All vendor materials must be unloaded and carried in from a designated area, and then the seller’s vehicle must be moved to an approved off-site location. All vehicles should be moved away from the Market area by 8:30 a.m. and not be allowed to enter back until after 1:00 p.m.
8. The Market will take place rain or shine. In the event of closure due to severe weather, the Event Coordinator will contact the vendors by phone or text message.
9. The Event Coordinator will have full power to enforce all rules and regulations within the Market area. The Event Coordinator may prohibit a vendor from further participation if deemed necessary.
10. No more than one space is allowed per family, farm, or group without express consent from the Art and Culture Committee. Each space will be approximately 10’ x 10’ in size.
11. Vendors who choose to bring children to the Market are asked to ensure that the conduct of the minors is appropriate and not disruptive to customers or other vendors.
12. Smoking, outside alcoholic beverages, and firearms are not allowed at the Market.
13. All vendors must dress appropriately. Shoes and shirts are required.
14. Vendors shall obtain a registration and pay \$50 per season (covers May, June, July, August, September and October). The form is available online at or from Hope Mills Town Hall. Required forms and registration fee shall be paid at the beginning of the

season. Approved registration will be valid through the calendar year. Registration forms must be available for public inspection while vending at the Market.

15. Please notify the Event Coordinator if you will not be attending all Farmer's Markets. The fee to be a vendor for a single Saturday is \$20. Please specify the month on the attached application.
16. Vendors must have and provide the North Carolina Sales Tax ID Number for their business, if applicable.

If you have any questions please contact Chancer McLaughlin with the Town of Hope Mills Planning Department.

Email: cmclaughlin@townofhopemills.com

Work: (910) 426-4103



Application to sell at the
Town of Hope Mills Farmers Market
Hope Mills, NC
2019 Season

Submission deadline for season: 04/26/2019

Vendor Information

Contact Name:

Farm or Business Name: _____

Phone: _____ Email: _____

Mailing Address: _____

City/State/Zip: _____

Is mailing address same as production location? If not, please provide production location:

NC Sales Tax ID Number, if applicable: _____

Briefly describe your business and list ALL products you are requesting permission to sell:

For Farmers, please describe your growing practices. For all other vendors, describe your production practices:

Who would be the principal representative of your business at the Market:

If your items are not produced or made by you, please explain how you feel your product will enhance the Farmers Market:

Do you plan to attend all Farmer's Markets for the entire season? _____

If no, please check which month(s) you plan to attend:

- May June July
 August September October

I certify that I am making a certificate for the purpose of selling at the Town of Hope Mills "Good2Grow" Farmers Market. I certify that my product for sale was produced or made by me (unless otherwise noted above). This certificate will only be used by me or a representative of me for the sale of my market items. I acknowledge that I have been provided with a copy of the "Town of Hope Mills Farmers Market Rules" and that I will abide by these rules. I also understand my membership will be terminated for violation of these rules.

Signature: _____ Date: _____

HOLD HARMLESS CLAUSE AND INSURANCE

All authorized vendors participating in the Town of Hope Mills Farmers Market shall be individually and severally responsible to the Town of Hope Mills for any loss, bodily or personal injury, deaths, and/or property damage that may occur as a result of the vendor's negligence or that of its servants, agents and employees. All vendors do hereby agree to indemnify and hold the Town of Hope Mills, its officers and volunteers harmless from any claims, loss, cost, damages, and other expenses, including Attorney's fees, suffered or incurred by the Town of Hope Mills by reason of the vendors participation in the Farmers Market or that of its servants, agents, and employees; provided that the vendors shall not be responsible nor required to indemnify the

Town of Hope Mills for any claims, loss, cost, damages and other expenses from the sole negligence of the Town of Hope Mills, its officers or volunteers.

No insurance is provided by the Town of Hope Mills to participants in the Farmers Market.

Please direct any questions to Chancer McLaughlin with the Town of Hope Mills Planning Department.

Email : cmclaughlin@townofhopemills.com Phone: (910) 426-4103