

# Chatham Mills Farmers Market

## 2016 Market Rules and Regulations

1. Members must reside and produce the items they sell within a 100 mile radius of Pittsboro, NC (see #17p for exemption).
2. Members must be the **original producer** of all items sold. No buying and reselling of produce or other products is allowed. (see #18p for exemption)
3. Members are allowed to lease land, but perennial crops and long-lived animals must be under the member's management for at least one growing season. (see #22 for specific timelines for animals)
4. All farms and farmers must provide honest disclosure about their production practices in their marketing, signage, and representation of their products and practices.
5. Representatives of the Chatham Mills Farmers Market must be allowed to visit an applicant's farm/business before an application will be considered for final membership. The farm/business may be revisited at any time during the market season.

### 6. Membership Status and Fees

The annual membership fee is \$65.

*For returning members in good standing*, the membership fee along with outstanding fees from the current year must accompany the Returning Member Application for the upcoming year and be received on or before December 31<sup>st</sup> of the upcoming market season. A late fee of \$15 will be charged for those not meeting the deadline. No application fee is required after the first year of membership. A minimum participation of 16 markets during the year is required to remain in good standing and maintain a reserved space for the following year. Members who do not attend at least 16 markets during the season will be required to submit a New Member Application if intending to sell the following year.

*For new applications*, the \$35 application fee must accompany the application. New applications are due by March 1<sup>st</sup>. The \$65 annual membership fee is due prior to attending the first market.

*Guest vendors* are not required to pay the annual membership fee but they must submit the application with application fee annually, and have their farm/business inspected prior to selling at the market.

7. The daily selling fee for one space is \$10 for both Full Members and for Guest vendors.
8. Spaces in the market will be allocated based on members' previous market participation. Space reservations are initially chosen at the annual winter member meeting. Reserved spaces are market spaces reserved by and for active and trial members in good standing. The selection is chosen in three phases, in the following order:
  - a. Members in good standing may elect to keep their previous season's space.

- b. Members in good standing who wish to change their space will enter into a lottery to select a new space of those available.
  - c. Trial members will enter a lottery to pick from remaining available spaces
  - d. Guest vendors will be assigned a space based on weekly availability by the market manager. These spaces are first come first served.
9. A member must occupy a reserved space at the market by the first Saturday in May or lose the right to reserve the space for the remainder of the season unless s/he notifies the market manager before the first Saturday in May of intent to begin selling at a later date. All exceptions are to be at the Manager's discretion.
  10. All members must notify Market Manager of absence or of intent to attend by 5:00 p.m. the Thursday before the missed market or the member may be charged the market fee for that week. Reserved spaces will be held until 7:40 a.m the Saturday of the market.

Guest vendors must notify Market Manager of intent to attend market by 5:00 p.m the Thursday before the market. Unannounced guest vendors may be charged an additional fee for market space.

11. The 2016 market will operate on Saturdays from 8am to 12pm from April 2<sup>nd</sup> to October 31<sup>st</sup>. Winter hours are from 10am to 1pm November 1<sup>st</sup> through January 28<sup>th</sup>, 2017.
12. All vendors must be present at the market at least 20 minutes before the market start time. After this time, no vehicles will be allowed onto the lawn entrance or alongside the main entrance to the Chatham Mill. Vendors arriving less than 20 minutes before the start of the market must park in the reserved vendor parking area and carry in their things. Exceptions are at the Manager's discretion.
13. Members may not pack up or leave prior to closing time. All exceptions are to be at the Manager's discretion.
14. Vendors using a canopy at their space are required to have the canopy adequately secured. Vendors who lose control of their canopy may be expelled from that market and not allowed to return without an adequate method of securing their canopy.
15. Each member is responsible for cleaning up the area around his/her space.
16. While staffing your space, a No Smoking policy must be strictly observed.
17. Prices must be clearly posted for all items sold.

18. Products that may be sold include:

- a. Vegetables grown by the member from seeds, sets, or seedlings
- b. Fruits/nuts/berries grown by the member
- c. Plants grown by the member from seed, seedling, transplant, or cutting
- d. Bulbs propagated by the member
- e. Eggs produced by the members poultry
- f. Honey produced by the member's bees
- g. Fresh baked goods made by the member
- h. Preserves, relishes, jams, jellies, etc., made by the member
- i. Fresh cut or dried flowers grown by the member
- j. Firewood cut by the member
- k. Compost produced and bagged by the member (no topsoil or un-bagged compost may be sold)
- l. Poultry and livestock meats from animals raised by the member
- m. Meats from aquatic animals raised by the member
- n. Wild-crafted products, such as edible wild plants and mushrooms, harvested by the member
- o. Cheese from animals raised on the member's premises or made from milk purchased from a local farm (less than 100 miles from Pittsboro)
- p. Products not able to be produced within 100 miles of the market, but grown, raised or harvested within North Carolina may be admitted with the board's discretion. Any exemption requires a 70% majority vote by the board.
  - p.i. NC caught seafood may be resold by a third party purchasing directly from NC fishermen after board approval.
- q. A limited number of non-farm crafts and art produced by the member.
- r. A limited number of health and wellness practitioners, including but not limited to massage therapy, herbalists, homeopaths, chiropractics, acupuncturists, nutritionists etc., will also be able to sell or provide their services at the market.
- s. The board reserves the right to add to this list with a majority vote.

19. All products sold at the market must be of top quality. If the Market Manager or a Board Member brings to the attention of the Board that a member consistently brings poor quality products to market, the Board may suspend the member from the market pending review and re-inspection.

20. All prepared food items, meat, fish, and cheese sold must meet state and local health regulations including the inspection of the prepared food seller's kitchens by NCDA health inspectors and labeled in compliance with regulations. Members, who sell meat and/or eggs, must comply with North Carolina State and Federal laws designed to ensure that such products sent into commerce are wholesome, unadulterated, and properly labeled. The North Carolina Department of Agriculture and Consumer Services (NCDA & CS) enforces these laws. Any member who receives, stores, transports and /or sells USDA inspected meat products is required by law to register as a meat handler

with the NCDA & CS. Any member who is required to have a meat handler's license must have a copy on file with the market manager.. Members must also have a copy of licenses/certifications with them at market. No water or ice that comes into contact with meat or fish may be deposited or allowed to drain onto the market premises. Wild harvested products must adhere to all NC and federal laws.

21. All items sold as organic must meet the requirements of the National Organic Program. Only certified organic growers may display signs using the word "organic." Sellers of organic items must have a copy of their certification with them at market.
22. In accordance with the CMFM "producer only" rule, the following terms define what it means to have produced meat and/or eggs for sale at Market. All meat and egg producing livestock must be kept and cared for by the member on his/her farm for a period of time as defined below:
  - a. Rabbits: All rabbits must be born on the farm.
  - b. Poultry: Meat birds must be on the farm by the end of their first week of age. However "Stewing Chickens" (a retired layer flock) must have lived on the member's farm for least one year prior to processing for sale, but do not have to arrive at the farm by a specific age.
  - c. Egg layers: Eggs sold by a member must be from birds kept on the member's farm.
  - d. Livestock: Any other livestock purchased (not born on the farm) must be held a minimum of:
    - i. Pigs: 4 months
    - ii. Sheep/Lamb: 6 months
    - iii. Goats: 6 months
    - iv. Beef: 9 months
    - v. Bison: 9 months
23. Members who sell meat and/or eggs must keep on file both dated receipts of purchase, or birth and mortality records, and dated receipts or records for slaughter of livestock and poultry. Upon request, the member must be able to produce these records. The board reserves the right to request additional production records such as feed, medical records, etc.
24. Value Added Meat Products:

Value added meat products are created when meat is processed into other products. Some examples are sausage, jerky, meats cured by smoking or drying, and hot dogs. Value added meat products are allowed provided that 100% of the meat is from animals produced by the member in accordance with the above definitions. Casings for sausage are excluded from the 100% requirement. Other non meat items, such as spices, are allowed in value added meat products. Information on how and where the value added meat product is produced must be provided with the member's application to sell these products.

25. Vendors may use only certified scales to weigh and sell products at the market. Use of non-certified scales will result in vendors being barred from selling weighed products for the remainder of that market until certification is documented. Items pre-weighed prior to coming to market are allowed, regardless.
26. No live animals may be sold or given away at market.
27. Members may only bring pets to the market at the market manager's discretion.