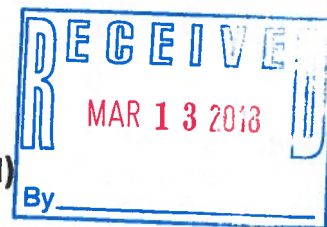


#5054



BEAVER DAM COMMUNITY FARMERS MARKET (BDCFM) 2018 GUIDELINES

The BDCFM is a non-profit organization formed to provide an opportunity for local food and craft producers to market high quality products directly to the consumer.

The BDCFM is reserved to sell by growers from Ohio County and seven adjoining counties: Daviess, Hancock, Breckenridge, Grayson, Butler, Muhlenberg, McLean and other nearby Kentucky counties.

Goals:

Strengthen and promote growth of local foods in Ohio County, build a network connecting producers and consumers through production, marketing, financing and distribution of fresh, local products.

Become a leader in the local foods economy, fostering economic development; helping Ohio County farmers and gardeners stay competitive through a variety of economic models.

Expand access to local foods to all residents, addressing issues of food security, poverty, health and nutrition, making good foods affordable and available.

Educate residents on the importance of local foods and products, teach agricultural skills, build on the rich agricultural heritage of the county and foster community through partnerships between organizations.

Lead the state in economic, social and environmental sustainability through initiatives such as expanding renewable energy, promoting organic production and conserving resources.

Time, Location and Logistics/Application Process

1. BDCFM is tobacco-free, within the market area.
2. The BDCFM will be open at the discretion of the Board on an annual basis. Typically the market begins on the last Saturday of May and continues through mid-October. Saturday hours have been from 8 a.m. to noon. Tuesday sales begin the first Tuesday of June and continue until Ohio County Schools begin in August. Tuesday hours are usually 3 p.m. to 6 p.m.
3. Vendors may apply for a space at the market by completing and submitting a vendor application and paying a vendor fee. All applications and fees must be returned in person at a BDCFM meeting. At that time, applicants will be required to attend a guideline seminar to make all applicants aware of the rules of the market.
4. Vendor fees: \$50 per market season per space for Saturday and Tuesday. Vendors can apply for more than one space.
\$20 per market season per space for Tuesday only.
\$20 per market season per space for Saturday and Tuesday for youth vendors (under 18).
5. The BDCFM is not obligated to approve all applications.
6. Guest Vendors: Allowed one (1) free visit. Additional days to set up are \$10 per day, payable before setting up, to one of the board members. Guest vendors must have proper permits, if required.

7. Space assignments are determined by the board of directors. The BDCFM reserves the right to revoke a vendor space, if a vendor does not show up for three (3) consecutive Saturday's without contact with a BDCFM board member. Vendors that are assigned spaces that are not on the concrete, are allowed to bring a shelter/tent—providing that the structure is properly secured/anchored.
8. The sale or giveaway of animals of any kind, is strictly prohibited.

Sales

9. Items that may be sold without a Kentucky permit: whole fruits and vegetables, herbs, cut flowers, honey (up to 150 gallons), eggs (up to 60 dozen/wk). Sales may be by the bunch, head, ear, volume or weight. If by weight, a scale that meets state standards is required. Vendors are responsible for meeting all requirements and keeping produce clean and fresh. Produce must be kept from making direct contact with the ground and in containers. Prices must be displayed by each vendor and visible from six (6) feet.
10. All produce should be locally grown (within 50 mile radius of Ohio County). However, if certain produce is not available locally, it may be brought in from different areas, but the place of origin **MUST** be clearly displayed for each product.
11. All products must be produced by the grower or otherwise a "Kentucky Proud" product. Up to 10% of the produce available for sale by a grower can come from out of state, only if said produce is not available from the grower or a "Kentucky Proud" supplier, due to seasonal conflict. Any product from out of state, must be labeled as such. In addition, a minimum of 75% of all produce, plants or other items must be grown/produced by the vendor. Any products not grown/produced by the vendor, must be labeled as to the point of origin.
12. Produce offered for sale must meet required amount of days since last spraying of pesticides, herbicides, fungicides or insecticides.
13. Sales of pre-approved, locally-made arts and crafts will be permitted, as determined by the BDCFM Board. For craft approval, submit a photo of your work and a description of your items on the vendor agreement form.
14. Demonstrations by farmers, artist and craftsmen are highly encouraged, but must be preapproved by the board. Contact the BDCFM Board, if you are interested.
15. The sale of prepared foods must be preapproved by the BDCFM Board. Vendors selling prepared foods are encouraged to include locally sourced ingredients.
16. Kentucky grown meat from a USDA-inspected facility can be sold. Permit must be displayed in a visible manner.
17. Only dairy from facilities permitted by the Milk Safety Branch (MSB) may be sold and then only after obtaining a Retail Food Permit. Permit must be displayed in a visible manner.
18. Vendors who wish to hand out samples, must have a Sampling Certificate, follow sampling guidelines and display the certificate during sampling.
19. To sell balms or cosmetics, vendors must obtain proper certification and approval. Goods must be properly sealed.
20. Processed foods, such as candy, jelly or baked items, may be sold provided all requirements are met, as outlined in the Kentucky Farmers' Market Manual and Resource Guide. Minimum requirements are: 1) that a major ingredient used in the product is raised by the vendor, or 2) it is prepared in a "permitted (commercial)

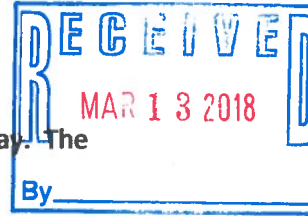
kitchen". A copy of proper documentation must be displayed at vendor booth. Micro-processing and /or Home-based processing certification is required.

21. Processed foods must be processed by the vendor selling the product and documentation clearly displayed
22. No vendor parking on the concrete pavilion sales area. All vendors will leave the spaces near the pavilion available for customers. Loading and unloading is allowed, but vehicles will need to be moved during market hours of operation.
23. Each vendor is responsible for their own trash and sweeping their own selling space.

Regulations

24. All members sell as individuals, but the market is a cohesive unit and its success depends on the cooperation and joint efforts of all vendors, as a whole.
25. Vendors agree upon submission of the BDCFM Vendor Agreement, to hold harmless the BDCFM Board/Managers, hosting facility and any and all individuals and groups associated with the market and are not liable for any property damage, loss or personal injury incurred while at the market.
26. Vendors must abide by any and all relevant state and local laws, regulations and requirements.
27. Vendors participating in the WIC or SFMNP voucher programs must take appropriate training, fill out applicable forms and abide by any and all relevant state and local laws, regulations and requirements.
28. Any vendor violating any rule of the market shall be given written notice of the offense. A second offense shall be grounds for suspension from the market for a set time and a third offense shall result in loss of membership. Vendor fees will not be refunded.
29. The BDCFM Board will inspect growers' gardens. If a member refuses, they can be banned from selling at the market.
30. The BDCFM Board has been established to promote and oversee the BDCFM and support local farmers, gardeners, artists and crafters.
31. All art and/or crafted items must be the original workmanship of and be made by the market vendor. The product must demonstrate quality workmanship, as well as, be safe and durable for its intended use.
32. The unauthorized use of copyright design is illegal and will not be allowed at the market.
33. The vendor's work must be predominating and the starting materials must be significantly altered and/or enhanced by the vendor.
34. Artisans may sell quality reproductions of their own original work (i.e. prints of paintings, drawings or photographs; greeting cards; apparel).
35. The following are NOT ALLOWED:
 - Anything the vendor did not have a direct hand in making
 - Anything being sold on consignment or purchased wholesale
 - Anything offensive to community tastes and standards
 - Anything commercially produced

#5054



The Beaver Dam Farmer's Market tries to plan a different theme for every Saturday. The following is a list of events for the 2018 season.

- May 26 "Strawberry Festival" at the Market
To coincide with Beaver Dam's annual Strawberry Festival.
- June 2 "Egg Day" at the Market
- June 9 "Iced Tea Day" at the Market
- June 16 "The Parade of Scarecrows Day" at the Market
The Art guild will make scarecrows for people to buy to put in their own gardens.
- June 23 "Dairy Day" at the Market
National Dairy month – Chaney's Dairy Truck will be there.
- June 30 "Nursery Rhyme Day" at the Market
- July 7 "Sparks in the Park" at the Market
- July 14 "Kids Day" at the Market
- July 21 "Dog Days of Summer" at the Market
- July 28 "Cowboy Day" at the Market
- Aug 4 "Watermelon Day" at the Market
- Aug 11 "Honey Bee Day" at the Market
- Aug 18 "Farmers Feast Day" at the Market
- Aug 25 TBA
- Sept. 1 "Bring Home the Bacon Day" at the Market
- Sept. 8 "Blue Moon of KY Bluegrass Day" at the Market
- Sept. 15 TBA
- Sept. 22 "Airing of the Quilts Day" at the Market
To coincide with Beaver Dam's Annual Airing of the Quilts
- Sept. 29 "Coffee Day" at the Market
- Oct. 6 "Getting' Groovy Down on the Farm Day" at the Market ('60's & '70's theme)
- Oct. 13 "The Market Goes Pink for Breast Cancer Awareness Day" at the Market

#5054

BEAVER DAM COMMUNITY FARMERS MARKET
2018 VENDOR AGREEMENT



Name: _____ Farm/Business Name: _____

Address: _____

Phone: _____ Cell Phone: _____

E-Mail: _____ Facebook/Website: _____

Certifications & Affiliations

Are you a member of a recognized art guild or artisan group? Y/N

Please list the group you are a member of: _____

Artists/Crafters: Please attach a photo of product(s) to be sold at your booth, if you are not a member of a recognized guild/group. Include a brief description of your product, (including what part of the craft you made and note any items used that were locally produced).

Gap Training: Y/N PBPT Training: Y/N Microprocessor: Y/N Home-Based Processor: Y/N

Kentucky Proud: Y/N Sampling Certificate: Y/N Other: _____

Please attach copies of all certificates.

Produce Vendors: Attached is a listing of produce. Please check EVERY item you intend to sell at your booth. You can add items, if your produce is not listed. Applications can be amended, in the event you forget to include an item.

Release Information

I give permission to the BDCFM to advertise/share my farm/business information. I have made information available to BDCFM in the form of directory, online, or otherwise to help promote my products.

_____ (Please initial)

Photo Release

I give permissions to BDCFM to take and use photographs, digital images, videos/audio of me for use in BDCFM files, promotional materials, reporting, and/or educational materials. I authorize the use of these images without compensation. This material shall be the property of the BDCFM and shall be shared with you upon request.

_____ (Please initial)

I give permission to the BDCFM to take and use photographs, digital images, videos/audio of my minor child/children.

_____ (Please initial)

I hereby acknowledge that I have received the 2018 Guidelines of the BDCFM and agree to comply with all of the rules set out therein. I acknowledge that violation of any of the rules may result in loss of privileges to participate as a vendor at the BDCFM. In consideration of being permitted to participate in any way at the BDCFM:

Name: _____

I, on behalf of myself and anyone claiming interest through me, do hereby intentionally, knowingly and voluntarily release, waive, discharge, indemnify and agree to hold harmless the Beaver Dam Community Farmers Market, hosting facility and associated organizations and all employees, regents and volunteers from any and all claims, actions, suits, procedures, costs, expenses, damages and liabilities brought as a result of my involvement in the BDCFM, whether such damage, injury or loss results from negligence or some other cause and to reimburse them for such expenses incurred.

Vendor Signature: _____ Date: _____

Baked Goods

- Biscuits
- Breads
- Brownies
- Buns
- Cakes
- Cheesecake
- Cookies
- Donuts
- Dry Mix for Baked Goods
- Funnel Cakes
- General Baked Goods
- Muffins
- Pies
- Rolls
- Scones
- Other (Specify)

Beverages & Spirits

- Beer
- Cider
- Coffee
- Distilled Spirits
- Juices
- Soft Drinks
- Tea
- Water
- Other (Specify)

Dairy Products

- Beer Cheese
- Butter
- Cheese
- Cheese Spread
- Cottage Cheese
- Creamer
- Frozen Treats
- Goat Cheese
- Goat Milk
- Ice Cream
- Milk
- Sour Cream
- Whipped Cream
- Yogurt
- Other (Specify)

Eggs

- Duck
- Poultry Eggs
- Quail Eggs
- Turkey Eggs
- Other (Specify)

Field Grown & Cut Flowers

- Cut Flowers
- Day Lilies
- Iris
- Jewel Weed
- Mums
- Ornamental Grasses
- Pussy Willow
- Other (Specify)

Fruits

- Apples
- Blackberries
- Blueberries
- Cantaloupes
- Cherries
- General Fruits
- Logan Berries
- Melons
- Pawpaws
- Peaches
- Pears
- Plums
- Raspberries
- Strawberries
- Table Grapes
- Watermelons

General Grocery

- BBQ Sauce
- Beer Cheese
- Cereal
- Cornmeal
- Condiments
- Dried Foods
- Flour
- Horseradish
- Jams, Jellies, and Preserves
- Meals
- Meat Rubs
- Mixes
- Prepared Foods
- Sauces
- Salsa
- Shortening/Oil
- Soups
- Spices & Herbs
- Spreads
- Other (Specify)

Greenhouse

- Annuals
- Hanging Basket
- Perennials
- Plants
- Poinsettias
- Tropical-House Plants
- Vegetable Plants
- Other (Specify)

Herbs, Spices & Mushrooms

- Basil
- Chives
- Cilantro
- Dill
- Dry Rub Seasonings
- Garlic
- Ginger
- Ginseng
- Herbs
- Lemon Verbena
- Mint
- Oyster
- Parsley
- Portobello
- Rosemary
- Sage
- Scented Geranium
- Shitake
- Tarragon
- Tyme
- Other (Specify)

Honey/Bees

- Chunk Honey
- Comb Honey
- Honey Bees
- Liquid Honey
- Other (Specify)

Meats (Frozen, Packaged or Cut)

- Alpaca
- Bacon
- Beef
- Bison
- Brats
- Chicken
- Cold Cuts
- Country Ham
- Eggs/Quail Eggs
- Goat
- Ham
- Hot Dogs
- Jerky
- Lamb
- Mutton
- Ostrich/Emu
- Pork
- Quail
- Rabbit
- Sausage
- Squab
- Summer Salami
- Turkey
- Veal
- Venison
- Other (Specify)

Merchandise Crafts & Farm Items

** Crafts must be **

** Agriculture Related **

- Arts & Crafts (Must Specify)
- Baby Items
- Bamboo
- Beeswax
- Firewood
- Furniture
- Gourds
- Grilling/Picnic
- Health and Beauty
- Household Supplies
- Indian Corn
- Knitted Items
- Leather Items
- Mulch
- Nutrition Supplies
- Pet Food/Treats
- Pet Supplies
- Soap
- Soy Candles/Incense
- Timber
- Toys
- Wood Items
- Wool Items
- Other (Specify)

Nursery

- Bamboo
- Groundcovers
- Native Plants
- Perennial
- Ornamentals
- Shrubs
- Trees
- Other (Specify)

Nuts

- Hickory
- Peanuts
- Pecans
- Walnuts
- Other (Specify)

Rabbit (Live)

- Meat
- Replacement Stock
- Other (Specify)

Sauces

- BBQ Sauce
- Connoisseur Sauce
- Everything Sauces
- Gourmet Sauce
- Marinade
- Original Blend
- Racey/Spicy Sauce
- Steak Sauce
- Other (Specify)

Seeds, Edible

- Pumpkin
- Sesame
- Other (Specify)

Snack & Confection

- Bourbon Balls
- Candy
- Chips
- Cones
- Dips
- Fruit Snack
- Fudge
- Gelatin
- Gum
- Honey
- Marshmallows
- Mints
- Peanut Brittle
- Popcorn
- Pretzels
- Pudding
- Rice/ Corn Cakes
- Snack Bars
- Sorghum
- Syrup
- Toppings
- Other (Specify)

Vegetables

- Artichokes
- Asparagus
- Beans
- Beets
- Bok Choy
- Broccoli
- Brussel Sprouts
- Cabbage
- Carrots
- Cauliflower
- Cucumber
- Cushaw
- Edamame Soybeans
- Eggplant
- General Vegetables
- Green Onions
- Greens
- Herbs
- Kohlrabi
- Lettuce
- Mushrooms
- Okra
- Onions
- Parsnips
- Peas
- Peppers
- Potatoes
- Pumpkins
- Radishes
- Rhubarb
- Summer Squash
- Sweet Corn
- Sweet Potatoes
- Tomatillos
- Tomatoes
- Turnips
- Winter Squash
- Zucchini
- Other (Specify)

Vineyard

- Wine Grapes
- Other (Specify)

Winery

- Wine
- Other (Specify)

Wood Products

- Cabinets
- Cooperage
- Crafts/Arts
- Flooring
- Furniture
- Lumber
- Millwork
- Pallets
- Reconstituted Wood Products
- Shavings and saw dust
- Timber
 - Biofuels
 - Fencing
 - Logs
 - Mulch and Landscaping Chips
 - Paper
 - Posts
 - Preserved Wood Products
 - Pulpwood
 - Railroad ties
- Veneer
- Wood Pellets
- Other (Specify)