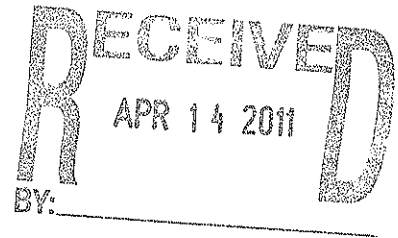


Grayson County Farmers' Market MARKET GUIDELINES 2011



I. PARTICIPATION

- A. The Farmers' Market consists of Kentucky growers of vegetables, fruit, and other related agricultural and horticultural products; Kentucky producers of "added value" items such as baked goods, pickles, preserves, etc.; Kentucky crafts people; and any other category deemed acceptable to the board of directors.
- B. It is recognized that although members sell as individuals, the market is a cohesive unit and its success depends on the cooperation and joint effort of all the vendors as a whole.
- C. Members must make, grow, or harvest all the products they sell at the Market site.
- D. The Grayson County Farmers' Market's is reserved to sell by growers from Grayson County and six adjoining counties: Breckinridge, Hardin, Hart, Edmonson, Ohio, Butler, and other nearby Kentucky counties.

II. ACCEPTABLE PRODUCTS

- A. Products for sale at the Grayson County Farmers' Market must be in compliance with the guidelines of the ASSOCIATION. The market is an outlet for Kentucky agricultural, horticultural and craft products.
 1. All produce, agricultural and horticultural products must have been grown or produced by the member. A high standard of quality and freshness is required.
 - a. Producers should be able to sell items that have been produced by other market members at all times.
 - b. Items not in season or grown by local growers can be purchased for resale as long as a high standard of quality and freshness is maintained and identified with the producer.

Examples: apples and peaches obtained by personal contact with grower organization that maintains high standards of freshness and quality. It could be from Jackson's Orchard, Michigan, or Pennsylvania. Items can be obtained from other growers in Kentucky counties. Blueberries can be sold, but not in competition with local grower's supply and season. It should be after our season, which could come in from northern growing areas. Other markets have to do this to expand customer's needs, and to build a large customer base. Crafts, jellies, jams, and apple butter should be handled in the same way.

c. **Items from terminals or resale consignees will not be permitted.**

2. The member must make all craft items offered for sale. All craft items must be of high quality and 51 % or more of producer plants, or product, should be clearly marked with the maker's name. **Items purchased for resale are strictly forbidden.** (See a. above).

3. Honey: Grayson County Bee Keepers Association is Associate members for marketing opportunities.

4. The Market Manager shall have the right to prohibit the sale of any unacceptable item.

III. MARKET MANAGER

- A. A market manager will be appointed for each market day by the board. In the absence of the market manager, a board member in attendance will serve as the market manager.
- B. The market manager will make any on-site decisions relating to market management when need arises. Any such decisions are subject to review by the board in a timely manner.
- C. The market manager may deem any member's business operation to be unacceptable and refuse to allow that producer to participate in that day's market.

IV. MARKET SITE

- A. The market will be conducted at Indian Hills Shopping Center off Highway 62 East. The market will operate on Saturday mornings and Wednesday mornings from 6:30 a.m., and remain open as long as produce is available – generally sold out by noon. Opening day will be determined by product availability – usually early April, and the ending market date will be the last Saturday in October, if produce is available. The board of directors may make changes in the market location, days or times of operation.
- B. Layout of the market stalls will be determined by joint agreement of the market manager with the property owners. Members assigned a stall must be in place to sell by 7:30 a.m., or stall can be assigned to a day vendor, or used by other vendors.

V. STALL ALLOCATION

- A. Number, size, and location of stalls available at market site(s) will be determined by the board manager and may be changed by the market manager. Member operations may determine stall location. A member may occupy no more than 2 stalls. Under special circumstances, the market manager may allow a member to occupy additional stall spaces.
- B. A daily stall fee of \$20.00 per stall will be charged to non-member market participants; payment entitles a member to sell at the market on the day in which the fee is collected.
 - 1. The board will set stall fees annually. These fees will be used to defray the costs associated with the market site and operations, e.g. advertising and publicity, insurance, rent, etc.
 - 2. Stall fees will be collected and recorded each market day by the treasurer, or by a member designated by the treasurer.
- C. Market stalls shall be allocated by seniority of market participation.
- D. The market manager will decide any dispute over stall spaces.

VI. MARKET OPERATION

- A. Knowledge of and compliance with all regulations regarding the production, labeling, display and sale of all products at the Grayson County Farmers' Market is the sole responsibility of the individual member.
- B. Sales tax must be collected as required by Kentucky State law. Kentucky's sales and use tax law requires tax collection on non-edibles such as crafts and plants. It is the sole responsibility of each member to obtain their own tax numbers, and be familiar with which of their items are taxable, and to collect such taxes and forward them to the State Treasurer.
- C. Processors of homemade foods such as pickles, baked goods etc. must comply with HB 391 and all Kentucky Department of Agriculture requirements, and assume sole responsibility for licensing, inspection, product liability insurance, etc.

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- D. Eggs, fish, meat, and dairy products must be handled in a manner acceptable to all governmental administrative and regulatory requirements.
- E. Fresh produce must be displayed at least 12 inches off the ground.
- F. Members must post their name and location of their farm or business at their stall each market day.
- G. Prices should be clearly displayed; price assistance may be obtained by consulting among members and the Kentucky Department of Agriculture Market Price website.

VII. APPEARANCE AND CONDUCT

- A. Members will be neat, suitably dressed, and deal with the public in a courteous and appropriate manner.
- B. All members will display their products neatly and attractively, with consideration for the other members and the general public.
- C. Members are responsible for their own stalls, will supply all necessary trash containers, and will leave their site clean and in a condition acceptable to the market manager and property owner.
- D. Farmers' Market prohibits members from bringing live animals to the market site unless required by law or with permission of the market manager.
- E. Smoking by vendors will not be permitted except in designated smoking areas.

VIII. MARKET FEES

- A. Producer Member;
 - 1. 1-year membership fee is \$80.00 or more, and entitles the member to 1 stall space = 2 marked adjoining parking spaces.
 - 2. If available, the additional stall fee is \$30.00 before June 30th and \$45.00 thereafter.

B. Stall fee is \$20.00 per space per day.

C. All fees are non-refundable.

IX. INSURANCE

A. The Market is under the umbrella of the Grayson County Extension Service; however, each individual member should check with their insurance agent since most liability policies will cover this.

X. NON-DISCRIMINATION

A. Grayson County Farmer's Market does not discriminate on the basis of race, color, age, sex, religion, disability, or national origin.

2011 Farmer's Market Officers

Treasurer: Joe Taylor

Co-Treasurer: Dwight Haycraft

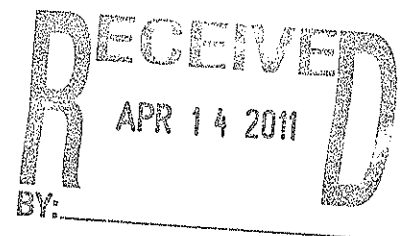
Market Managers:

Jonathon Eby

William (Bill) Johnston

Danny VanMeter

Revised 3/3/11



Grayson County Farmer's Market
2011 Application & Agreement for all Sellers & Producers

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Open every Wednesday & Saturday - Beginning at 6:30 a.m.
and open as long as produce is available - generally sold out by noon. BY: _____

Location: Indian Hills Shopping Center, Mill Street in Leitchfield (off Hwy. 62)

Annual Membership Fee: \$80.00

Stalls: Equal to 2 marked parking spaces

Non-Members: \$20.00 Fee

Stalls will be assigned by the Market Manager

MARKET
OPENING DAY
APRIL

GRAND
OPENING
JUNE

Visit our website at <http://ces.ca.uky.edu/grayson> & click on Farmer's Market.
New Market PowerPoint Presentations have been added to the page.

Please Check One:

I am applying for Market membership: _____ I will not become a member at this time: _____

Name (please print): _____

Farm or Business Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

E-Mail: _____

I will be selling the following products at the Market: _____

I will be selling on: _____ Saturday _____ Wednesday _____ Both Days

Produce must be grown or produced by Market member/seller, unless otherwise approved (refer to rdfMarket Guidelines). If selling baked goods, or other processed foods, seller must present the Market Manager with a copy of all required permits and/or certificates.

Completed application and annual membership fee of \$80 should be returned to Grayson County Extension Agent, Jack Ewing, at 123 Commerce Drive, Leitchfield, KY 42754. Checks made payable to Grayson County Farmer's Market. Application & fee for non-members will be collected onsite by the Market Manager.

I have read and agree to the guidelines of the Grayson County Farmer's Market, and acknowledge that failure to comply with these guidelines could result in the forfeiture of my selling or membership privileges, or membership fee. I understand that fees are non-refundable.

Signature

Date

Revised 3/3/11