

## Baxter County Farmers Market Rules 2018

**Market Purpose:** Primary focus of the Farmers Market is to serve the needs of local producers and consumers by offering a variety of fresh produce and value added products. If space allows we will also offer locally produced crafts will be available, and want to make it a pleasant atmosphere to shop.

**Location:** 10 ft wide vendor spaces will be located in the grassy area immediately behind the sidewalk surrounding the courthouse square.

**Permits:** Applications for vendor space will need to be filed and available spaces will be assigned on a first come, first serve basis with County residents given preference.

- Applications can be turned in on or after March 20th, 2018. Spots will begin being assigned March 26th, 2018. Name, address, phone number, email (if available), vehicle license plate number(s), and a general product list will be required. Also, your permit needs to state the exact months/ weeks in which you will be using the market.
- The cost for a permit will be \$10.00 a spot for Baxter County Residents and \$30.00 a spot for non-County Residents.
- Permits must be available and shown when asked for by the County Judge or his designee to be seen.
- No subletting of spaces. Products sold at space will be what is on application.
- Any vendor reserving a space must plan to attend the market on a regular basis. We do not want spaces to be left empty week after week. It detracts from the pleasure of shopping at the market. If a space is left empty for a period of three weeks, the assigned vendor may forfeit their spot. **(without notification to the Judge's Office)**
- Once you are assigned a spot you cannot change spots without authorization from the Judge's Office. Failure to get authorization from the Judge's Office could result in the forfeit of your permit.
- All designated spaces may not be assigned. If a permit holder who does not have an assigned space, such assigned spaces will be filled by first come first serve.

**Months, Days, Hours of Operation:** The Farmers Market will be held on Wednesdays and Saturdays from 7:00 a.m. to 1:00 p.m. May thru September, and **Saturdays only during the months of April, after October 20th and November.** The Farmers Market will officially begin on the first Saturday of April and continue until the Saturday following Thanksgiving.

**Permitted Items for Sale:** We want to have a wide variety of products to offer to consumers. Permitted items can include but are not limited to:

- Any raw vegetable and fruits, plants, honey, molasses, sorghum, dried fruits and vegetables, nuts, garlic, spices, grains, herbs, bedding plants, flowers, canned and pickled products, relishes, salsas, and baked goods.
- High value products such as meat, poultry, eggs products are permitted but need to comply with Arkansas State Health Department regulations.
- Craft items are also allowed but are limited to those actually produced by the vendor and spaces not being used by Farmer's Market products.
- Any food type samples given or sold to customers must comply with Arkansas State Health Department regulations.

**Restricted Items:** Live animals, flea market or yard sale items, Tupperware, Mary Kay, Avon, etc...will not be allowed. Or anything disallowed by the Arkansas Dept. of Health.

**Signing, pricing, and labeling:** Pricing of goods sold at the market is solely the discretion of the seller. Prices should be clearly visible and all vendors are required to advertise truthfully and respond to customer's questions in regards to the products they are offering for sale.

- All baked goods, jams, jellies, and canned goods, etc...must comply with the labeling requirements outlined in Arkansas Code 20-57-201 for home produced food products.
- **Farmers Market Identification:** Any vendor who sells produce at the Farmers Market will provide notice at the Farmers Market indicating the location at which the produce was grown. The sign has to be at least eight inches by eleven inches (8" x 11") and posted where it is visible by patrons who come to the market.

**Set-up:** Tables, items for sale, canopies, and umbrellas cannot obstruct sidewalks. Vendors' vehicles cannot remain in the parking spaces surrounding the square. After unloading and set-up, vehicles must be removed to adjacent streets or parking lots.

- Vendors may not begin set-up before 6:00 a.m.
- Any Vendor not occupying his/her assigned space by 7:30 a.m. will forfeit his/her space for that market day to any awaiting vendor without a previously assigned space as long as they have a permit.
- Special care must be taken to cause as little damage to the grass as possible. Vendors may need to provide themselves with a piece of carpet or something similar to protect the grass from damage.

**Clean-up:** Vendors will be responsible for the cleanliness of their selling area at the end of the market day. The area needs to be kept free of any debris generated by market activity. The public trash cans cannot be used to dispose of empty boxes or unsold product.

**Disputes:** Vendors should make every attempt to resolve disputes amongst themselves. In the event that a dispute cannot be resolved, the market managers will mediate.

- Any complaint against a vendor must be directed to the attention of the County Judge, or his designee.
- Violations of the market rules will be dealt with by the County Judge or his designee.
- Up to 3 verbal warnings may be given to any vendor regarding any violation of the rules. Upon the 4<sup>th</sup> violation, the vendor will be asked to leave the market.
- Failure to resolve any conflicts will result in the County Judge making the final decision with no appeal and no re-assignment for the market that year.
- Your permit can be revoked immediately by the County Judge on the 1<sup>st</sup> dispute or violation of these rules without any appeal or reinstatement.

**Liability:** Vendors and their representatives shall be held solely responsible for knowledge of and compliance with any Arkansas Health Department Regulations. If you have any questions, contact Jeremy at 425-2545. Baxter County is released from any and all liability of non-compliance with these regulations.

**Disclaimer:** All Vendors will be responsible for following all rules and regulations as they relate to Tax ID Sales Tax collection and the payment of Sales Tax. Baxter County is released from any and all liability of non-compliance with these rules and regulations. Baxter County is not liable for any accidents or injuries etc. happening to vendors or customer.

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