

## Baxter County Farmers Market Rules 2016

**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 1, 2016, and returned to the Judge's Office no later than March 7, 2016. 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.
- Spots will begin being assigned on March 8, 2016
- Permits must be available and shown when asked for by a manager or County Judge to be seen.
- Any vendor may only occupy a maximum of two (2) spaces.
- No subletting of spaces. If you sign up for two (2) you must use them.
- 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.
- 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. Vendors will be allowed to sell their goods year round in any space prior to the start of the official market season. The Farmers Market will officially begin on the first Saturday of April and continue until the Saturday following Thanksgiving. **\*\*There will be a change of location for Saturday, June 4<sup>th</sup>, 2016. Please look at your paper attached.\*\***

**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.

- 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.

**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.

**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 market managers.
- Violations of the market rules will be dealt with by the market managers.
- 3 verbal warnings will 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 by the County Judge on the 1<sup>st</sup> dispute depending on the severity of the dispute 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. The market managers and Baxter County are 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. The market managers and Baxter County are released from any and all liability of non-compliance with these rules and regulations.

Baxter County Farmers Market - 2016  
Application for Vendor Space

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email \_\_\_\_\_

Vehicle License # \_\_\_\_\_

Vendor: \_\_\_\_\_ Grower \_\_\_\_\_ Producer \_\_\_\_\_

What exact months/weeks do you plan to participate? \_\_\_\_\_

\_\_\_\_\_

Product Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Preferred space # \_\_\_\_\_

Number of Spaces Requested: \_\_\_\_\_

By signing, you agree that you have received a copy of the market rules and agree to comply with them.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Assigned Lot# \_\_\_\_\_

# Farmers Market Map

lot B

W

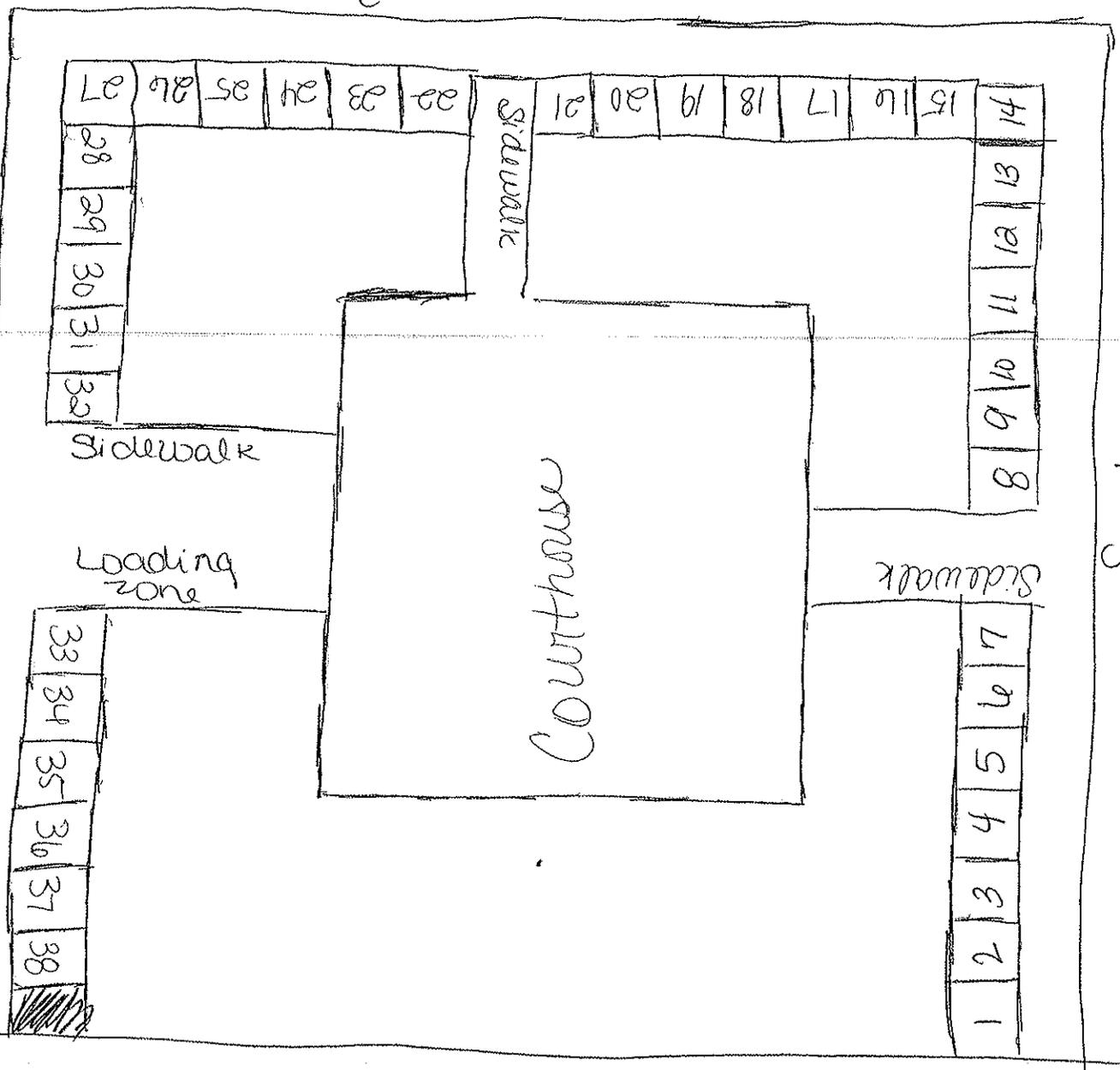
Baker St

E

7<sup>th</sup> Street  
S

N

123456789



The Twin Lakes Leadership Group will be hosting a Twin Lakes Summer Fest on Saturday, June 4, 2016, on the Baxter County Square. The Square will be closed off for this event, so we will be moving the Farmer's Market to Baker Street between 7<sup>th</sup> and 8<sup>th</sup> Street just for that date. Please note that the Leadership Team will be putting together a map listing all the spots available on Baker's Street that day for the Farmer's Market. This map will have spots with numbers on them, you will use the same number on that map that you are assigned to on the square for that day. The First Security Parking lot will be available that day for you to park your vehicles. If you have any questions, please feel free to contact the Judge's Office at 425-2755. Thank you for your help in this matter.