

## *Sandhills Farmers Market Rules - 2021*

### *Sandhills Farmers Market Rules*

1. Members must reside and produce the items they sell within a 150 mile radius of Moore County, NC.
2. Members (or representatives of members) must be the original producers of all items being sold.
3. Members must have their application approved by management before they begin selling at the market. Initial applications are due two weeks prior to the first market date in order to begin selling at the first Market in April.
4. Applications can be requested by email from the current market manager.
5. Markets are held in the Village of Pinehurst Tufts Memorial Park April - September. In Addition the regular market days, special event days may be available from time to time.
6. All regular members must pay an annual membership fee of \$50 by check or cash payable to Sandhills Farmers Market before first market attended.
7. Members pay a daily \$10 stall rental fee per market each day, due each day attended prior to sale. Members agree to attend a minimum of 5 markets over the course of the season. (Note: Market fees may be different for special markets).
8. Applications, fees and NCDA certification forms for meat/poultry farmers and bakers are to be mailed to: Sandhills Farmers Market P.O. Box 4822 Pinehurst, NC 28374
9. The fees collected will be deposited by the market and spent for promotion, advertising, postage, signs, insurance, market manager salary and items deemed necessary for market operation and approved by the officers.
10. All members are encouraged to report by phone (message or text) or email to the current market manager each week in advance to indicate their attendance (or absence) so space can be made available to another vendor. Thank you for your cooperation in this matter.
11. Daily market fee (\$10) will be waived for a market member who posts and retrieves all the market road signs for the day's market as approved by the BOD.
12. All produce and goods must be of top quality and should be displayed attractively. It is recommended to arrange products in attractive containers that can elevate the items to be displayed vertically, in order to be seen clearly from a distance. All items must be priced.
13. For advertising purposes all members should email their products available each week, and especially as new seasonal items become available, to the market manager so weekly updates on the Facebook page and website can be made.
14. Special producer groups or associations can apply as a single member at the discretion of the Board of Directors. For example; Moore County Bee Keepers Association may become a member and any individual in good standing with the association may sell at the market in the MCBKA market space.
  - a. Market Manager, at their sole discretion, may supplement and sell products to maintain variety at the market.
15. Seafood from North Carolina may be sold at the market with a valid NC Fish Dealers license and according to the rules and regulations established by the NC Division of Marine Fisheries.

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16. All meat, cheese, fish and/or poultry products must meet all NCDA requirements. Vendors must obtain and maintain in good standing a current NCDA Poultry and Meat Handlers Registration. One copy will be submitted with membership application and one copy must be with the vendor when selling at the market. All meat/poultry/cheese/eggs/fish must be kept in cold storage units. Vendors may contact the NCDA Inspection Division at (919) 733-4136.
17. Members may sell "Value-added products" or prepared foods including baked goods, jams, jellies, salsas, etc. provided that the product(s) include/use an item grown or raised by farms within the producer radius.
18. All products produced under certification such as "organic," licensed meat, poultry, or dairy products, or products requiring inspection such as baked goods, pickles or preserves must be properly labeled and must display certification or license. Only state certified organic growers may advertise a sign using the word "organic."
19. No animals may be sold or given away at the market.
20. Approved vendors may sell crafts and provide other agricultural services (i.e. pea and bean shelling, honey bee hive rentals, etc.). No partially constructed crafts should be brought, finished and re-sold (for example: paint by numbers).
21. Vendors selling products in more than one category (meat, produce, crafts, baked goods, etc.) must apply for multiple memberships, one for each product category. Vendor may occupy up to two 10 x 10 spaces, together or separate, at the vendor's request. Each category will incur a separate daily market fee.
22. Prices must be posted for all items sold, preferably visible from 2-3 feet away. Cutthroat or loss-leader pricing is not acceptable in the farmers market community and will not be tolerated.
23. Market space will be assigned by the market manager based on notice of attendance and best arrangement for the market. Every attempt will be made to keep vendors in their "usual" spot or relative to other vendors at the discretion of the market manager.
24. All scales must be approved as "Legal For Trade". Anyone using scales must have them certified by the NCDA. For certification of a scale, contact the Standards Division at (919) 733-3313.
25. Each member is responsible for cleaning up his/her vehicle and canopy space and maintaining safety in that area. Each member must supply at least one refuse container for each space rented. Members are responsible for maintaining safe and wind stable tents, tables, bins, and other set-up to insure safety of customers and other vendors. Weights and/or stakes are required to insure wind stability for canopies.
26. Members should not move their vehicles in or out of the market area during times when such movement would pose a danger to people in the shopping area. Specifically, members must use only the parking area designated by the market manager.
27. Vendors should be in the market and fully set up at least 15 minutes before opening. Vendors who show up late may need to hand carry canopies and products from the parking area to the selling area.
28. Each vendor must obtain a liability policy with a minimum of \$1million in coverage for their products. (Many agencies sell policies for selling basic farm produce. Once such agency is the

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NC Farm Bureau or Nationwide Insurance. Policy must be provided to Market Manager with Application.

29. Any complaints, disputes, or violations of the rules may be taken to the market manager or an officer of the board. Complaints should not be directed to the Village of Pinehurst. Complaints should be handled before or after market hours so as not to disturb market sales. Vendors must abide by all market rules to remain market members. Repeated violations of the rules of the Sandhills Farmers Market by a vendor will result in suspension or loss of membership.
30. Members of the market delegate the running of the market to the Board of Directors, officers and market manager. The Board of Directors and officers reserve the right to interpret the Market Rules and to modify them as needed for the Market's operation
31. Signage must comply with the Pinehurst code and zoning requirements. The market manager or his/her designee will be responsible for placing the signs on the roadside and for removing them as appropriate.
32. Special consideration can be given for temporary market members such as all Moore County High School Agricultural programs, Moore County 4-H programs, children, veterans, first responders, etc. are allowed to attend a Wednesday and Saturday Farmers Market during the same one week period once each market season for the purpose of selling their products in categories approved by the market. Temporary market members must apply and be approved by the BOD with the consent of the members. Fees may be reduced or waived.
33. Per NC State law, any vendor of finished or processed product or goods that must obtain a NC DOR Sales and Use tax ID number is required to provide a copy of their NC DOR Sales and Use tax ID number(s) to the market manager before attending the Market, and display this number at each Market attended. Vendors who do not supply the manager with this ID number will forfeit their membership . This applies to all non-farming vendors and to those farmers who sell processed meat or other processed products. Farmers selling produce only are tax exempt.

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### *Food Products which can be sold include:*

- a. Any produce grown by the member from seeds, sets, or seedlings.
- b. Any fruits, nuts or berries grown by the member from trees, bushes, or vines on the members' property or leased property.
- c. Any plant grown by the member from seed, seedling, transplant or cutting.
- d. Bulbs propagated by a member.
- e. Eggs produced by a members' poultry.
- f. Honey produced by a members' bees.
- g. Cut, dried flowers or natural items grown by the member.
- h. Firewood cut by a member.
- i. Straw baled by a member.
- j. Value added goods made by a member or member's representative.
- k. Eggs and meat raised by a member.
- l. Dairy products from animals raised by a member.
- m. Seafood harvested in or off the North Carolina shore.

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### *Guidelines for Food Products*

- Fresh fruit and vegetables -- may be offered for sale and should be of good quality and sold at reasonable prices.
- Only standard canning jars with new rings and seals may be used for jams, jellies, preserves, and pickled products such as pickles, relishes, chow chow, chutney, etc.
- Dairy products -- properly labeled according to NCDA requirements and from animals raised by and made by seller; must be refrigerated at 45 degrees F or below. Vendors must obtain and maintain in good standing the appropriate NCDA licensing with one copy submitted with application and one copy must be with seller at the market.
- Certified kitchen -- For the sale of baked goods and canned items, sellers must obtain and maintain in good standing an NCDA kitchen Inspection Certification. One copy must be submitted with application and one copy must be with vendor when selling at the market. Please contact NCDA for inspection.
- No low acid canned foods such as green beans, corn, peas, carrots, potatoes, etc. may be sold.
- Meat/poultry products must be from a member's own animals and slaughtered/processed at a State or Federal inspected facility. Vendors must obtain and maintain in good standing a current NCDA Poultry and Meat Handlers Registration. One copy will be submitted with membership application and one copy must be with the vendor when selling at the market. All meat/poultry/cheese/eggs/fish must be in cold storage units. Vendors may contact the NCDA Inspection Division at (919) 733-4136.

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### *Craft Rules for Sandhills Farmers Market*

1. To sell crafts at the Sandhills Farmers Market, the crafts and craftsperson must meet the requirements in the market rules and conditions:
  - a. You must be a member of the Sandhills Farmers Market for the craft category
  - b. You must be approved for membership by the market manager/officers.
  - c. Craft items must be made with excellent workmanship both in quality and design, by the person who is selling them or that person's immediate family. At least 80% of the labor involved in the production of the item must be provided by the craftsperson selling it or an immediate family member.
  - d. Representative items of those to be sold at the market must be inspected by the crafts manager or market manager, to determine if the items meet the 80% rule before it can be sold at the market.
  - e. The craftsperson must reside, and crafts produced, within a 150 mile radius of Pinehurst, NC. All rules of the Sandhills Farmers Market will apply to crafts vendors unless superseded by crafts rules.
2. Crafts vendors will be divided into categories:
  - a. Those whose daily sales are crafts only.
  - b. Those whose daily sales are crafts and produce – if approved by the Market Manager, the vendor may occupy one space for both items.
3. Category "b" vendors must apply for two memberships, one for produce and a separate membership for crafts.
4. The number of craft vendors will be determined each year at the discretion of the market manager and officers with the goal of crafts vendors not exceeding 30% of total vendors at the market
5. Any necessary changes to the craft rules will be made by the market manager and officers.