

ALLEGHANY FARMERS MARKET

POLICIES AND PROCEDURES

The purpose of these rules is to govern the operation, administration and management of the Alleghany Farmers Market. In issuing rules, it is not our intent to burden participants, but to ensure the smooth operation of the market. The Alleghany Food Alliance (in conjunction with NC Cooperative Extension - Alleghany Office) will implement and enforce all rules and regulations pertaining to the operation of the Market in a fair and equitable manner.

The Market will operate from 9:00 am until 1:00 pm each Saturday, from May until October, with the possibility of extending into November for a special event Holiday Market, weather permitting.

Participation in the Market is open to all vendors: growers, farmers, producers, value-added processors, and craftspeople within a 100-mile radius of Alleghany County. Exceptions may be granted at the discretion of the Market Manager. All vendors must be registered with the Market Manager and agree to pay expected fees and abide by the regulations set forth by the North Carolina Department of Agriculture and Consumer Services (NCDACS), North Carolina Department of Health & Human Services (NCDHHS), and Food & Drug Administration (FDA) regarding sales of food and personal products. The Market Manager will review all applicants and determine eligibility status.

Agricultural and food products which can be sold at the Alleghany Farmers Market:

- ☐ Vegetables grown by the vendor from seeds, sets or seedlings
- ☐ Any fruits, nuts or berries grown by the member from trees, bushes or vines
- ☐ Any plant grown by the member from seed, seedling, transplant or cutting
- ☐ Eggs produced by the vendor's poultry
- ☐ Cultivated mushrooms
- ☐ Honey produced by the vendor's bees
- ☐ Fresh (not frozen) baked goods made by the vendor. All baked goods must be wrapped.
- ☐ Preserves, relishes, jams, jellies, sauces and fermented products made by the seller. No "low-acid" canned foods may be sold. "High acid" or acidified foods (pickles, tomato products, etc) may be sold if the vendor has passed the FDA Acidified Foods Manufacturing School training (via NCSU). A copy of certification must be on file.
- ☐ Fresh cut or dried flowers grown by the vendor.
- ☐ Meat, poultry & dairy products (cheese, butter, yogurt) from animals raised by the vendor (subject to regulatory requirements)
- ☐ Prepared food items and beverages. Vendors meet state and local health regulations by NCDA or county health inspectors (whichever applies) and labeling in compliance with regulations.

ALL value-added processed and prepared food items must be made in an NCDA or health-department inspected home kitchen or commercial kitchen, depending on the product. A copy of state or local regulatory agency paperwork must be given to the Market Manager to keep on file.

Craftspeople of non-agricultural products at the Market include handcrafted goods from raw products and materials (such as pottery, furniture, soap/body products, etc). To be considered handcrafted, items must show evidence of manual skills obtainable through a significant period of experience and dedication, as well as show originality of design. Vendors are not allowed to sell flea-market type items or mass-manufactured resell items.

An annual fee of \$40 for the season (May-Oct), or a daily fee of \$5, will be collected by the Market Manager at the time of vendor registration or each week. Students/children and informational vendors are not required to pay a fee.

Spaces will not be assigned, but those needing electricity will have access closest to power outlets. Space preference will be given to regular weekly vendors.

Vendors are responsible for compliance with all permits, inspections, licenses, and all regulations governing their products, production and business practices. Vendors are responsible for carrying any liability insurance they deem necessary for their products.

Each vendor participating in the market shall be responsible for any loss, personal injury, deaths and/or damage that may occur as a result of the vendor's negligence or that of its agents and employees and, thereby, agrees to hold harmless the market, its successors and assigns from and against all losses, damages, claims, suits or actions, judgments and costs and attorney fees which may arise or grow out of any injury or death or persons or damage to property in any manner connected with the vendor's products, operations or vending at the market.

In addition to coordinating all of the activities of the weekly seasonal market and implementing market policies, the Market Manager also acts as a conduit of information from the vendors and customers to the Alleghany Food Alliance. The manager has complete authority to interpret and implement policy at the market site. Violations of any market regulations will be addressed by the Market Manager.

Questions, concerns, complaints or grievances will be addressed by the Market Manager in a timely manner.

Contact Jill Cockerham, Market Manager: 828-337-4828 (cell); 336-372-5597 (office); jccocker@ncsu.edu.
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