**Fairfield Farmers and Artisans Market**

**Rules and Regulations / Vendor Application**

Fairfield Farmers and Artisans Market is intended to be a farmer and grower’s market that welcomes local artisans using a community-friendly setting. The Market operates under the direction of a Board of Directors. Rules and Regulations to govern the Market have been established by the Board and are part of the Vendor Agreement. This agreement also serves as an application. Please read this document carefully before signing.

**Vendor Criteria and Approval.**

**Grower/Producer** - Persons or entities that are directly involved in the local production of an agricultural product is welcome as a vendor. Selective resale of agricultural products clearly marked with either the name of the entity purchased from or ‚Resale‘ are permitted but cannot exceed 20% of the vendor’s offerings.

**Fruit/Vegetable Reseller** – Vendors will be chosenby their ability to acquire quality product and inform, by labeling, of the source of the produce. SC Grown Products should be supplied when in season. Resellers must be willing to work with management and give precedence to locally grower-produced product that is in adequate supply and grow some produce themselves.

**Food**–Food items or items for consumption that are created/made on site are allowed given that appropriate permits are obtained and that DHEC procedures are followed. It is the responsibility of the vendor to ensure that he/she are in compliance. Pre-made food items must be in compliance with DHEC or the Cottage Bill (SC 44-1-143-H).

**Arts and Crafts**–Any original local craftsperson or artist that makes his/her own work may become a vendor. Priority will be given to artists that produce their craft largely from natural materials and/or original resources. Resale of artwork or crafts are not permitted. All arts and crafts must be reviewed by management.

**Animals**– A current vendor in good standing may be granted permission to sell some small animals or livestock.

**Farm/Workshop/Facility/Place of Business Visits by FFAM representative**– In the application process or during the marketing year, FFAM reserves the right to visit the vendor’s production location by appointment. The primary purpose of the visit will be to determine if the vendor is, in fact, or has the capability to produce said items. These visits are intended to be neighborly, cordial, inquisitive occurrence. Upon notification, vendor must agree to a visit within 6 days.

**Actions by FFAM Representatives** – All vendors must complete and sign a vendor agreement/application to be approved by FFAM before becoming a vendor. FFAM management reserves the right to prohibit anyone from selling at the market and withdraw priviledges of any vendor at their discretion. If privileges are withdrawn then prorated prepaid vendor fees will be refunded.

**Products that can be sold.**

**Raw Agricultural Products** – Includes fruits, nuts, vegetables, grains, plants.

**Animal Products** – Includes meats, milk, cheese, eggs, farm-raised fish, honey, wool and other.

**Value-added Agricultural Products** – Includes items made of raw agricultural products produced, grown or raised by the vendor. Examples – Baked goods, jams, oils, vinegars, woven wool and leather. If not grown or raised by the vendor, the vendor must have processed the items themselves in an approved facility. All products must be produced in compliance with the licensing and inspection requirements as detailed under **Licensing, Inspection Requirements, Insurance and Taxes.**

**Non-Agricultural Products**–Arts and crafts that have been made by the vendor. Examples – pottery, handmade soap, handcrafted furniture and similar items including artwork.

Items in Question–FFAM reserves the right to allow or disallow items in question.

**Initial here:** [ ]

**Signage.**

Products or groups of products not produced by the vendor must be clearly marked with either the name of the entity purchased from or ‚Resale‘. All prices must be clearly marked.

**Licensing, Inspection Requirements, Insurance and Taxes.**

Vendors must meet all applicable local, state and federal regulations, inspection regimes and labeling requirements for the products they sell. Adequate ‚proof of compliance‘ must be provided prior to selling at the market. Sellers of livestock products for human consumption must furnish a current copy of their product liability insurance policy to the market manager with their application. Vendors are responsible for their own local and state sales taxes, licenses and permits.

**Spaces.**

If vendors have not contacted the FFAM Manager and are not onsite by 8:30 am, their assigned space will be considered vacant for that day and may be filled with another vendor at the daily rental fee. Sellers will maintain clean sigtes including a 5 ft area surrounding their sites. Trash must be collected and removed by sellers before leaving the market. Sellers will supply their own tables, awnings, scales, containers, etc for sale of their goods. Free standing awnings may not be left in place at the close of the market

**Market Manager.**

The managers‘ mission is to enforce the Market’s vendor regulations and to apprise vendors, to the best their knowledge, of the regulatory agency and municipal authority requirements. Grievance regarding vendors should be directed to the Manager and will be brought to the attention of the board.

**Operating Dates and Times**.

The market will open on May 13, 2017 and will be open each Saturday until Mid-October, rain or shine. Market hours are from 9 am until 1 pm. Vendors need to be in place by 8:30 am. Vendors are asked to give a 24 hour notice if they will not be attending a market. If an emergancy occurs and you cannot attend, please contact the Market Manager at 803-369-1078.

**Fee.**

Farmer/Grower (non-commercial farming operations) - $10/Day\*

Resellers, Commercial producers, For profit agricultural, Craft, Food and all other vendors - $15/Day\*.

**\*FFAM is waiving fees for all SC-based vendors for the 2017 season.**

**Vendor Agreement/Application**

**Name, Contact Information and Location**

**Date:**

**Name: Phone:**

**Address: Business Phone:**

**City/State/Zip: County:**

**Email: Home Phone:**

**Other address where product is produced:**

**Farm or Business Name:**

**Physical address if different than above:**

**Grower: Full Season Vendor: Daily Vendor:**

**Fruit/Vegetable reseller: Food: Artisan:**

**Non-Profit: Accepts Debit or Credit Cards:**

**Products you plan to sell:**

**I acknowledge that I have read and do completely understand and upon approval by the FFAM Market Management do agree to comply with all Rules and Regulations of the Market as written in the above document.**

**Signature: Date:**

**Email form to:** **fairfieldfarmersandartisansmkt@gmail.com**

**Or, mail to:**

**Gypsy Wind Farms**

**C/O Brad Hoffman, FFAM**

**3005 Buckhead Rd.**

**Blair, SC 29015**