

# WESTERN WAKE FARMERS' MARKET ASSOCIATION

## MARKET RULES

*Last updated 2/12/09*

### **WESTERN WAKE FARMERS' MARKET ASSOCIATION GOVERNANCE**

1. The elected officers of the Association board shall consist of a President, Vice-President, Secretary, Treasurer and Advisor. See *Western Wake Farmers' Market 2009 Business Plan* for more detailed description of the organization's bylaws.
2. The Association President shall serve as Market Manager unless otherwise noted.
3. Members of the market delegate the operation of the market to the officers/Market Manager. Two vendors will be selected by the board to be non-voting members of the board and to share feedback from all other vendors to the board.
4. The officers/Market Manager reserve the right to interpret the Market Rules and modify them at any time as needed to improve the market's operations.

### **VENDOR PARTICIPATION, INSPECTION, CERTIFICATION**

5. Vendors must be members of the Western Wake Farmers' Market Association (WWFMA).
6. Vendors wishing to be a member of the WWFMA must submit a completed application form to WWFMA elected officials, pay the application fee, and sign the Market Rules.
7. No applicant shall be considered a member until the Market Manager/board approves the application. Vendors are expected to participate at least 90% of the weeks in the current season unless considered a *seasonal vendor*, and will only be considered for the next market season if the participation expectation has been met.
8. Each member may have a representative sell his/her products if the representative is knowledgeable of the products and either a family member or employee of the member.
9. Any cooperative selling arrangements between vendors (one member selling other member's products for him/her in the event that vendor cannot be present) must be pre-approved in writing by the Market Manager/Board.
10. Members must reside and produce the items they sell within a ninety (90) mile radius of the WWFMA.
11. Applications will be accepted throughout the market season until otherwise noted.
12. Each farm applicant must have his/her farm inspected prior to season start unless inspection is waived by Market Manager or Board.
13. The Board reserves the right to re-inspect any member.
14. Members must abide by all WWFMA rules to remain Members. Any complaints, disputes or violations of the rules may be taken by voice by the two vendors selected to be on the Board to the rest of the Board. This should be handled before or after the market so as not to interrupt

market sales. Repeated violations of the rules of the WWFM may result in suspension or loss of membership. All rules are open to the interpretation of the Board.

15. All members must conduct themselves in a professional manner and will maintain a membership of good standing.

### ***ITEMS FOR SALE***

16. Products which can be sold include:
  - a. Any vegetable 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 member's property (owned or leased).
  - c. Any plant grown by the member from seed, seedlings, transplants or cuttings.
  - d. Bulbs propagated by the member.
  - e. Honey produced by the member's bees.
  - f. Eggs produced from the member's hens.
  - g. Cut or dried flowers grown by the member.
  - h. Firewood cut by the member from the member's property.
  - i. Preserves, pickles, relishes, jams and jellies made by the member. Straw baled by the member.
  - j. Baked goods made by the member at the member's property.
  - k. Meats from animals raised by the member.
17. No low acid canned foods (such as green beans, corn, carrots, etc.) may be sold. In addition, no canned tomato products may be sold.
18. All food sold must meet state and local health regulations, as well as the N.C. Department of Agriculture's general guidelines regarding products exhibited for sale at farmers' markets and curb markets.
19. All produce must be top quality.
20. Any member using the term "organic" must meet the requirements of the National Organic Program.
21. All products produced under certification such as organic, licensed meat, poultry, or dairy products or products requiring inspection, such as baked good or preserves must display certification or license and have a copy on file with the Market Manager/Board.
22. No animals may be physically sold or given away at the Market.
23. CRAFTS: Crafts must be produced on member's property and must fit in with the market's mission. Whenever possible, craft items should be environmentally friendly and/or promote sustainable living.
24. BAKED GOODS: Baked goods must meet federal, state and local health regulations.
25. CSAs: No CSA drop-offs are currently allowed at the market.
26. Prices must be posted for all items sold.
27. Anyone using scales must have them approved by the NCDA.

### ***FEES AND PENALTIES***

28. The annual Association dues for the 2009 season are \$25, and are subject to change for subsequent seasons. All members must submit a signed application and a signed rules form along with their dues *each season*. Annual dues are non-refundable and non-transferable.
29. Daily fees for the 2009 season are \$7.50 for each space and are to be paid to the collecting agent prior to the market opening time on each sale date (these fees can also be paid in advance). Failure to do so will result in a doubling of fees for that day. A 20% discount will be given to any member paying in advance for the entire season).
30. Members arriving after market opening time may be subject to an additional \$10 to occupy a space.

### **SPACE ALLOCATION**

31. One space is defined as the area under a market-approved 10'x10' canopy.
32. There is a limit of two spaces per member. Each applicant must specify how many spaces will be needed (one or two) before the start of each season.
33. Market space assignment will be determined at the start of the season by the Market Manager. Each subsequent season the assignment s will be reviewed; priority for assignment changes will be given to returning members and members with the highest participation levels.

### **OTHER MARKET LOGISTICS**

34. Each member is responsible for his/her own white 10'x10' canopy and table(s). Any other style canopy is subject to approval by the Market Manager/Board.
35. The Market will operate from 8:00 a.m. – 12:00 p.m. on Saturdays.
36. No sales are permitted before opening time.
37. Vendors shall occupy their space at least 15 minutes prior to opening time.
38. Each member is responsible for cleanliness and safety in and around his/her space.
39. The Market will begin operating between April and May.
40. The annual spring meeting will be held in late February or early March.
41. A suggestion box will be available at the market. Any written suggestions will be addressed within 30 days. Any resolution will be up to the Board's discretion.

***I have read the above rules and agree to abide by them to remain a Member of the WWFMA.***

\_\_\_\_\_ **Printed Name**

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