

Laurel Farmers Market Rules

1. Dates/Time/Location: Laurel Market Dates: Thursdays in June with an option to extend through July (based on produce availability and crowd sizes). Please note the return of \$10 fee per set up. Market Hours: 3:30pm-7:00 pm Vendor load-in time: 3:00 pm. All vendors must stay the duration of the market, even if you run out of product. No vendors may take down before 6 pm without manager approval. Location CHANGE: Outer lots near the Jones County War Memorial, look for the Laurel Main Street Trailer and enter off Beacon St. (now Leontyne Price Blvd.) at Library Street. It is the pedestrian brick path between Library Street and Carroll Gartin Blvd. to be known as "The Brick Yard".

2. Check-in Requirements: All vendors must have filed the application and check in with the Main Street staff. Vendors that will not be able to attend or will arrive late for any reason must contact manager Judi Holifield: (601)433-3255. ***Tents will need block or sandbag anchors!***

3. Products must handmade, homemade or homegrown.

Produce - Vendors are allowed to supplement their products with other products as long as the vendor grows at least 75% by value of the overall product that they offer for sale at the market. Farm inspections will be conducted on a random basis with 24 hours notice throughout the season in order to verify vendor compliance. Concerns regarding adherence to this policy will be addressed by the Market Manager directly to the vendor, and further information regarding the source of the product offered will be required. Farmer Cooperatives will be allowed to send a member to carry produce for the Cooperative when necessary, but we encourage individual members to bring their own produce.

Florists/Plant Nursery – Priority will be given to those vendors that raise their own plants. Flower and plant vendors are allowed to bring to the market plants purchased from a wholesaler and, in that case, must provide an appropriate sales tax number.

Food Items - All processed foods sold to the public must be manufactured in a commercial food processing facility with appropriate permits and licenses. Vendors must adhere to Government approved methods for preparing, storing, handling, and packaging of food products. All prepared foods must exhibit a list of ingredients if there are more than two, given in descending order of predominance by weight, and the name and complete address of the business. "Low risk" prepared foods, which include baked goods, honey, jellies, jams, cider, and sauces may be brought by farmers if the foods contain produce from their farm. Except for these "low risk" items, farmers must utilize an approved commercial food processing facility to sell any prepared foods.

Original Art Work- Examples are jewelry, ceramics, oils, water colors, photography, metal smithing, iron works and mixed media. These are to be offered for sale by the artist/producer of said goods or their designated representative only. No resale items permitted.

Crafts/Other - Craft items produced by the vendor include but are not limited to: dried flowers, wreaths, baskets, garden décor, woodwork, soaps, and clothing. No resale items permitted.

Food Trucks – **Must be have serve safe certification and proper licenses and permits on display.**

NO GRILLIN OR OUTSIDE COOKING WILL BE ALLOWED UNLESS PRE APPROVED BY LAUREL MAIN STREET AND THE HEALTH DEPARTMENT.

4. Fees: The Full Season includes 5 (and up to 9) market days. Contact Judi Holifield for details. A \$10 fee will be charged and collected at the end of each market.

5. Space Allocation Requirements Vendors will be DIRECTED to a space to accommodate vendor tents, tables, and trucks if necessary **ON A FIRST COME, FIRST SERVE BASIS.** No tents larger than 10' x 10' will be allowed without Market approval. ***Tents will need block or sandbag anchors.***

6. Application for the Market (download www.laurelmainstreet.com)

Applications are available at the Laurel Main Street office (409 Oak Street, Suite 204, Downtown Laurel or email: info@laurelmainstreet.com). The application serves as an acknowledged agreement between the vendor and the Market to abide by the Market Rules.

7. Civic Organizations Participation

Nonprofit, charitable organizations are welcome at the Market. All charitable organizations must fill out an application and be approved by the Market Manager. Organizations setting up information and donation-only tables will be allowed to set up free of charge. The Market is a public space, not a public forum. Organizations espousing controversial and/or incendiary messages are not allowed (ref rule 10.c). Organizations selling a product in order to raise funds will be charged the normal rental fee. Determination as to acceptability to participate in the Market will be made by the Market Manager. Space will be allocated based on availability and selection criteria as specified by the Market Manager.

8. Vendor Responsibilities

- a) Vendors are responsible for their own sales taxes, licenses, permits and fees required for operation and will abide by all local, state and federal laws.
- b) Food shall be clean, wholesome and safe for human consumption and shall be handled, stored, transported and offered for sale in a sanitary manner.
- c) Food products can be cut or opened for displays at the market if properly wrapped, but cannot then be sold. Free samples may be given to customers in accordance with county health regulations. Disposable utensils (i.e., napkins, toothpicks, etc.) will be provided and disposed of by the vendor.
- d) Each vendor is responsible for keeping his or her own space clean and attractive and staying within his or her designated area. Failure to maintain space upkeep and cleanliness may result in dismissal from the market. Upon closing of the market, spaces are to be cleaned by the vendor. Vendors are responsible for bringing their own equipment/utensils for clean-up.
- e) Vendors must supply their own sales equipment; tables, chairs, display racks, display signs, bags for customers and money for change. **Use of electricity requires prior approval by Market Manager.**
- f) **Tents or large umbrellas must be used by all vendors.** Vendors should provide a sign posting their name and location of their farm and display a price list. Also, when applicable, vendors must be able to provide proof of license or permit. Signage is subject to the approval of the Market Manager.
- g) Vendors are restricted from attracting attention to items for sale by outcries in a loud or annoying, rude or offending manner.
- h) Vendors are required to truthfully represent their products and operations. The Market in no way guarantees, warrants, or stipulates that any merchandise offered at the market either for sale or sample is organic. The Market requires the certification of "organic" products by the United States Department of Agriculture Organic Certification Program certified by the Mississippi Department of Agriculture. Vendors who use methods in accordance with these standards but are not certified, may not market their goods as "organic" and must use other terminology. We encourage vendors to communicate their agricultural practices with customers.

- i) Each vendor may set his or her own prices. Prices should be set in keeping with customer satisfaction and consideration of other market vendors.
- j) Each vendor is required to provide scales of demonstrative accuracy and price and sell products in an easily understandable manner: by weight or by the bushel, quart, pint or individual piece.
- k) Vendor will occupy and attend assigned space until at least 6 PM. A consistently full market is vital to its success and growth. Early pack-up or departure not approved by the Manager may result in dismissal.
- l) The fee is nonrefundable. This includes any early closing of the market due to inclement weather or any other unforeseen emergency situation.
- m) To the fullest extent allowed by law, each vendor shall indemnify, defend, save, hold harmless, protect and exonerate the Laurel Main Street board, its directors, employees, agents, representatives, the Market Manager, the property owner, the City of Laurel, and the State of Mississippi from and against all claims, demands, liabilities, suits, actions, damages and losses for personal injury, death or property damage, including, without limitation, court costs, investigative fees and attorneys' fees arising out of such vendor's operations on the Board's grounds, and whether caused by the vendor or his agents, employees or subcontractors. Each vendor shall be solely responsible for all costs and/or expenses associated with such defense.

10. Rights Reserved by the Market Manager

- a) Only the Market Manager or designated representative can close the market at any time other than that which is scheduled, except in the case of inclement weather, when vendors exercise their own judgment.
- b) The Market Manager reserves the right to reject a vendor application if, in the Manager's judgment, the goods, merchandise, or participation are not compatible with the overall concept of the market or are inappropriate.
- c) The Manager shall have the authority to oversee and enforce the Market Rules and has the right to refuse a vendor's participation at any time for any reason violating the Market Rules. The Manager may also exercise Due Process for suspension in accordance with the following criteria: 1) adequate verbal notification to the specific vendor by the market manager; 2) written notification of suspension from the Manager based on noncompliance by the vendor to adhere to verbal and written direction; 3) date scheduled to provide vendor the opportunity to address allegations with the Market Board for reinstatement. Decisions for appropriate discipline or notification of permanent suspension will be at the discretion of the Market Board.
- d) The Manager retains the right to immediately deny a vendor the privilege of selling at the market for any of the following reasons: misrepresentation of products, poor quality of products or produce, nonpayment of fees, or disorderly conduct.

11. Modifications to Rules: *The Market Board reserves the right to revise the Pine Belt Farmers' & Artisans' Market rules and regulations at any time, but the new rules, with changes highlighted, will be immediately distributed among all interested parties. *Laurel Main Street is freezing all fee requirements for a one-year period. Booth spaces will be free of charge for the 2016 season and available first come, first serve.*