

RULES OF THE HENRY COUNTY FARMERS MARKET  
*The Henry County Farmers Market is sponsored by the  
Henry County Extension*

**VENDOR SELECTION**

Vendors for the Henry County Farmers Market will be “juried” in (*pre-selected*) by the Vendor Review Committee focusing on: product quality, the Henry County Farmers Market mission, Market mix, and prior Henry County Farmers Market vendor history (*if any*). Duplicate products may be denied. Henry County Farmers Market vendors who have not adhered to guidelines and policies in the past may also be denied. Priority will be given to those farmers, producers, and artisans whose products are 100% locally grown or produced, display any unusual or unique characteristics, and/or offer product variety to the Market.

Since a wide product mix is desired, vendors will be selected based on the following product categories: 70% produce, cut flowers and plants; 20% prepared and value-added goods; 10% crafts/artisan-type goods. (*Product mix may be adjusted based on seasonal-growing fluctuations and other factors.*) Vendors may be approved as full season, monthly, bi-weekly (*every other week*), and weekly, or “one-time.”

Those vendors who have duplicate products may be put on a waiting list, and fill in as standby or last-minute vendors when full season and monthly vendors cannot attend.

**VENDOR FEES, HOURS AND CALENDAR**

**Farmers Market Fee: \$25.00 per year**

**Setup: 9:00am to 10:00am**

**Take down: 2:00pm to 3:00pm**

**Dates of Operation:**

**Thursdays 10:00am to 2:00pm**

**Last Thursday in May thru Last Thursday in August**

1. Sellers must reside and produce the items they sell within 50-mile radius of Henry County.
2. A small amount of resale of locally grown produce may be allowed only when vendors bring goods from neighboring farms and **only with prior permission from the Market Manager.** Vendors must be prepared to supply the grower’s name, address, and phone number should this occur.
3. Intentional deception of a product’s origin is cause for termination.

4. The market will operate from May thru August or until the growers decide to close.  
*Exact dates and times to be determined annually.*
5. All food items must meet state and local health regulations. All produce must be top quality.
6. No animals may be sold or given away at the market.
7. **No pets allowed in the market.**
8. Vendors will use signage at their stalls listing the name of their farm, location, and product name, and variety. **All prices must be clearly posted.**
9. Vendors will provide the following for their use: tables, chairs, tablecloths, scales, bags for customers, extension cords and etc.
10. **Vendors are responsible for maintaining their spaces in a clean and sanitary condition, and are responsible for sweeping and disposing of any debris at the close of business.**  
All agricultural waste must be taken away.
11. Sellers should not move their vehicles in or out of the market area during Market time. (*if you must leave early do not bring your vehicle into the market area*)
12. **Vendors will be assigned stalls**, if vendor is unable to attend a Market day, vendor must contact the Market Manager as soon as possible so the stalls may be used for another vehicle or purpose.
13. Representatives of certified farmers may sell their produce of the certified farmer at the market provided that the representative provides a signed authorization of said representation on the day of sale.
14. Products which can be sold include:
  - Any vegetable grown by the seller from seed, sets, seedlings or other propagation method
  - Any fruit, nuts, and berries grown by the seller from trees, bushes, or vines on the seller's property
  - Any plant grown by the seller from seed, seedling, transplants, cutting or other propagation method, but must have a live plant license
  - Eggs (*Governed by Georgia egg law*) Must have Candler's License
  - Honey produced by the seller's bees
  - Cut or dried flowers grown by the seller
  - Crafts may be sold, provided the crafts are homemade, and fit the general theme of the Farmers Market.

- Baked Goods
- Jams, Jellies

15. Products that cannot be sold include:

- Products that are governed by specific Federal and State laws.
- Meat products (*Governed by Georgia meat compliance laws*).
- Dairy products (*Governed by Georgia dairy law*)
- Low Acid/Acidified foods (***Canned Vegetables, Pickles, Salsa etc.***) unless the producer is licensed (*meets all requirements*) and has completed The Better Process Control School.
- Organic Products from growers without an organic certification cannot be sold as Organic. (*Organic produce must be certified*)

### **Labeling**

All processed products **should** be labeled with:

- a. The **Common Name** of the food.
- b. The **Name/Address/Phone Number** of the person who made the item.
- c. A list of **Ingredients** with the common name of each ingredient.

16. Children, must be supervised by an adult, to be allowed to be involved in sales at the vendor's truck. (*Children are not to be left alone*)

17. NO ALCOHOL / NO TOBACCO use allowed.

18. Vendors will be allowed to sell from their trucks and no permanent structures will be allowed. Display tables may be used but must be transported out of market facility at close of Market.

19. Disputes will be resolved by the Market Board and no discussions of conflicts will be allowed during market hours.

20. The Market manager has the authority to prohibit the sale of any product that does not conform to market standards.

21. Vendors may not sublet stall space or share it with another vendor unless they have received permission from the Market Manager.

22. Vendors may sell only those products applied for and approved on their application. Products may be added at a later time only with permission from the Market Manager.

23. Vendors are required to keep their products, chairs, tables, and equipment inside their stall boundaries.

24. No end of market discounts
25. All scales used must be inspected (unless approximate weight).
26. Failure to follow Market rules may result in dismissal from the market.
27. Vendors are responsible for complying with all applicable tax laws
28. All concessions – will be regulated by the market manager. No prepared food or drinks are to be sold by unapproved vendors.
29. **All Market Promotional Materials** will be controlled by the Market Committee and no outside promotional material will be allowed. (*i.e. T shirts, Hats, etc.*)
30. **Any vendor offering food products at the market must attend the one- hour class on food safety offered by the Henry County Extension.**
31. Sellers of Produce should post a sign stating, that the produce has been field harvested and must be cleaned before serving.

### **Sampling A. Setup**

1. Potable water container with a downward facing spout (*for hand and produce washing*)
2. Non-absorbent cutting board
3. A knife used exclusively for sampling
4. 1% chlorine solution to clean knife
5. Liquid soap dispenser for hand washing
6. Single use paper towels
7. Sneeze guard to cover samples
8. Tooth picks, tongs and plastic gloves for handling samples
9. Bucket to catch water
10. Utensil and hand washing water shall be disposed of in a facility connected to the public sewer system

### **B. Actual sampling**

1. Hands must be washed before preparing samples
2. Produce; wash in cool water before preparing
3. Scrub if possible
4. Samples must be prepared out of reach of customer

5. Prepared samples must be kept covered out of reach of customer and handed to customer with toothpicks or tongs.
6. Minimize bare hand contact with produce (*use gloves or tongs*)
7. Keep samples refrigerated or on ice until service
8. Discard samples after 2 hours
9. Discard after 1 hour if above 90°
10. Covered trash must be available to discard samples and toothpicks