

# 2008 Moore Square Farmers Market Craft Vendor Regulations

## FARMER'S MARKET MISSION STATEMENT

To bring the highest quality local growers and food artisans together for the Raleigh audience, and to support and preserve the family farms and the landscape that make North Carolina unique. The market is designed to support the farmers and food artisans whose livelihoods depend on farming and artisanal food production.

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Beginning in April of 2008, The Moore Square Farmers Market is pleased to announce we will be accepting two craft vendors per week, on a rotating basis, to sell at the market. Please read the "Craft Vendor and Product Regulations" section below, and fill out the "Craft Vendor Application", which you can download from our website, [www.GoDowntownRaleigh.com/farmersmarket](http://www.GoDowntownRaleigh.com/farmersmarket). Applications with photographs, and products that fit into the Moore Square Farmers Market mission are strongly encouraged.

## CRAFT VENDOR and PRODUCT QUALIFICATIONS

The following guidelines are set forth for the purpose of jurying craft items in order to determine whether the proposed craft is eligible to be sold at the Moore Square Farmers Market. Decisions will be made based upon quality, workmanship, creativity and uniqueness. The Farmers Market Board and the Market Manager have the sole discretion to accept or decline applications.

- A. Each vendor must reside and produce items to be sold within a 90 mile radius of Raleigh city limits, in the state of North Carolina.
- B. Each vendor must be hand crafted by the original producer of the item sold or be employed by the producer, working directly with products at the production site, at least one day per week. Second-hand vendors are not allowed.
- C. Crafts must be the product of a home or cottage type industry using an intermediate type technology rather than an industrial type production. To be considered "hand crafted", the item must show evidence of manual skills obtainable only through a significant period of experience and dedication.
- D. All products must be of top quality and any potentially inappropriate wares will be reviewed and determined by the Board of Directors. The Market Manager has the discretion to immediately remove any craft item that she considers objectionable.
- E. Any items not previously approved and sold at the Market must get Board approval prior to being sold at future markets.

## VENDOR RESPONSIBILITIES

- A. Each vendor must submit a craft vendor application to be approved by the Board of Directors. Because we only have 2 spaces allotted for craft vendors each week, those accepted will be a "guest vendor". We will rotate vendors each week to offer our customers variety. Craft vendors can reapply yearly to sell at the market. We encourage photographs to be included with your application. *Samples may be requested.*
- B. Applications will be accepted through April. If space allows, applications will be reviewed once a month after that date. Applicants will be notified as soon as possible, usually within one week of receiving the application.
- C. Vendors will be charged a \$10 fee per 10 foot x 10 foot space per week; \$20 for 2 10 foot x 10 foot spaces. Checks may be made payable to: Raleigh Civic Ventures, and mailed to: Downtown Raleigh Alliance, c/o Ellen Fragola, 120 S. Wilmington St., Suite 103, Raleigh, NC 27601. The Market Manager will also accept weekly fees at the market.
- D. The vendor will, at all times, keep their space, including the surrounding area, swept and free of debris. Before the vendor leaves, he/she will ensure their space is clean and free of personal effects, products, and debris
- E. Vendors will bring their own tables, chairs, and any equipment needed. (However, no stakes or cement are allowed in the park area, so water jugs filled with water can be used.) **Tents or approved shelter (such as decorative umbrellas) are required.**
- F. No pets are allowed in the market area around vendor stands, with the exception of guide dogs.
- G. Each vendor must have a clearly visible sign identifying his/her business and location as well as signs that list the prices and names of products.
- H. All vendors must conduct themselves in a professional manner.

## **LOGISTICS**

- A. For the 2008 growing season, the market will operate from 10:30am to 2:00pm on Wednesdays.
- B. Vendors must have their displays set up by 10:15am, and cannot begin to breakdown until 1:30pm. If they are unable to sell on their assigned date, proper notification must be given to the Market Manager. Every attempt will be given to assign the artisan an alternate date, but no guarantees will be made.
- C. Spaces on East Martin Street will be reserved for farmers and craft vendors to park while unloading. (There are several parking lots nearby where farmers will park after unloading.)

## **ANNUAL REVIEW OF REGULATIONS BY THE BOARD OF DIRECTORS**

These regulations are to be reviewed annually by the Board of Directors and are subject to change to ensure the growth, quality and success of the market.