

# 2008 Moore Square Farmer's Market Regulations

## 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.

---

## VENDOR and PRODUCT QUALIFICATIONS

- 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.  
*Exceptions to this rule may be made in cases when a product is scarce within the stated radius. For example, vendors from the North Carolina Mountains may be allowed to sell their apples, but not tomatoes. All products must be grown, raised, or produced within North Carolina.*
- B. Each vendor must be 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. Products, which can be sold, include:
1. Any vegetable grown by the vendor from seeds, sets, or seedlings.
  2. Any fruits, nuts, or berries grown by the vendor from trees, bushes, or vines on the vendors' farm.
  3. Any plant grown by the vendor from seed, seedling, transplant or cutting.
  4. Bulbs propagated by the vendor.
  5. Eggs produced by the vendor's poultry.
  6. Honey produced by the vendor's bees.
  7. Baked goods made by the vendor. All baked goods must be wrapped.
  8. Preserves, relishes, jams, jellies, etc. made by the vendor. No "low acid" canned foods such as corn, peas, green beans, carrots, etc may be sold. High acid or acidified foods (pickles, tomato products, etc) may be sold if the vendor has passed the FDA certification course. A copy of their certification must be on file with the market manager.
  9. Fresh cut or dried flowers grown by the vendor
  10. Firewood cut by the vendor.
  11. Compost produced and bagged by the vendor. No topsoil or unbagged compost may be sold.
  12. Fish, meat, cheese, and dairy products from animals raised on the vendor's premises.
  13. Local, Artisan foods
- D. All produce must be of top quality and any problems will be reviewed and determined by the Board of Directors. The vendors' farm or business may be visited by a representative of the Moore Square Farmers Market before his/her product is approved for sale at the market. *Samples may be requested.*
- E. All products sold must meet local and state health regulations. All prepared foods vendor's kitchens must be inspected by NCDA health inspectors and all labeling must be in compliance with the regulations. Vendors selling prepared foods, fish, meat, and cheese must have a copy of their inspection form on file with the market manager, as well as with them when selling at the market.

- F. All items sold as Certified Organic must meet the requirements of the National Organic Program. Vendors of Certified Organic items must have a copy of their certification on file with the market manager as well as with them when selling at market. Only certified organic growers may display signs using the word "Certified Organic."
- G. No live animals may be sold or given away at the market.
- H. Items are to be sold by weight, measure, or count. If scales are used, they are subject to be checked by the State of North Carolina inspectors.
- I. Guest spaces will be allotted to accommodate growers who sell unique seasonal products and are selling for six or less market days. Guest vendor's fees are a \$25 membership fee and \$10 for each 10 foot by 10 foot space.
- J. Excluding guest vendors, vendors of the market must exhibit at 70% of the sale days of the market. Current 2008 season requires attending/selling at 14 markets. This is to ensure consistency for consumers and to promote positive image of market. (Exceptions may be submitted and reviewed by the Board of Directors with application for membership).
- K. First choice of vendor booth location is based on the number of markets each vendor attended the previous year.

## VENDOR RESPONSIBILITIES

- A. Each vendor must submit a market membership application to be approved by the Board of Directors. Vendors will apply for market membership yearly.
- B. Each vendor will pay a non-refundable market membership fee of \$50 dollars per market season. This membership fee must be paid two weeks prior to the market day. Vendors will also pay a \$10 fee per 10 foot x 10 foot space per week; \$20 for 2 10 foot x 10 foot spaces. There is an additional charge for premium booth spaces (back-in parking spaces along Martin Street) and for electricity. Checks may be made payable to: **Raleigh Civic Ventures**, and mailed to: Downtown Raleigh Alliance, c/o Karen Sieber, 120 S. Wilmington St., Suite 103, Raleigh, NC 27601.
- C. 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, produce, and debris. All food products must be disposed of outside of the market. No water or ice that comes into contact with meat or fish may be deposited or drained on market premises. Trashcans will be provided for paper products.
- D. 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.**
- E. No pets are allowed in the market area around vendor stands, with the exception of guide dogs.
- F. Each vendor must have a clearly visible sign identifying his/her farm or business and location as well as signs that list the prices and names of products.

- G. All vendors must conduct themselves in a professional manner.
- H. Vendors must contact the market manager directly at least 24 hours in advance if they are not going to attend the market. Should a vendor make a last minute decision based on inclement weather or an emergency situation please contact the market manager as soon as possible.

## **LOGISITICS**

- 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
- C. Spaces on East Martin Street will be reserved for farmers to park while unloading. (There are several parking lots nearby where farmers will park after unloading.) Farmers who wish to sell from their truck must make note of this on their application in order to be considered for a parking space from which to sell during market hours.

## **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.