

## MERCER COUNTY FARMERS MARKET

### VENDOR AGREEMENT

1. The Mercer County Farmers Market shall be open to vendors from Mercer County and adjoin counties (Anderson, Boyle, Garrard, Jessamine, Washington, and Woodford)
2. The market will be open on Saturday from 9:00 am – 1:00 p.m., May 4th – October 26th at the Stable at the Mercer County Fairgrounds, and Tuesday from 4:00 - 7:00 p.m. on Main Street, June 4th - August 27th. All vendors must set up in the designated area assigned to the market prior to market opening time.
3. Each vendor is responsible for setting up, displaying, and packaging their product.
4. Each vendor must leave his or her selling area in a clean and orderly condition.
5. All unsold goods must be removed from the market area by the vendor.
6. Only locally grown or produced food products, flowers, herbs, approved handmade craft and baked goods may be offered at the market. You are required to produce what you are selling. **In order to sell processed foods you must follow the requirements of HB468(Home Processing of Products) and General Food Manufacturer /Processor (Commercial) permit as stated in the Farmers' Market Manual. Purchased products may not be sold at the market.**
7. Vendors may offer samples of their products **AFTER** they have obtained the proper sampling certificate.
8. Our market does accept Farmers Market Nutrition Program (FMNP) WIC and Senior Discount Coupons. Vendors may accept these coupons only **AFTER** they have completed the appropriate training.
9. Prices should be fair market value, negotiated by the vendor and the customer.
10. Any vendor selling items by weight must use a certified scale.
11. **Vendors are responsible for any permits and/or license for their products. These permits and/or licenses must be displayed. Prices should be displayed on each product.**
12. **Vendors are responsible for their own liability insurance.**
13. **Applications are due by April 1<sup>st</sup>. Applications submitted after this date must be approved by the board. Applications are reviewed on a monthly basis. Return completed applications to Mercer County Extension Office.**
14. **A \$60 fee made payable to Mercer County Farmers Market will be required at the time of application. The fee will be \$70 beginning April 2<sup>nd</sup>. Fees increase \$10 a month as the season progresses.**
15. Each vendor should become a certified KY Proud member.

16. In addition vendors should:

1. Pay state sales taxes, local gross sales taxes, business license fees due and applicable insurance.
2. Restate their decision to participate next season by the group's deadline.
3. Pay fees to the treasurer on time.
4. Be ready to sell at the opening time on market day.
5. Not consistently price products far below other vendors' levels.
6. Respond to questionnaires and surveys as needed.
7. Cooperate if the manager or site committee suggests they move their stand.
8. Notify the person in charge of the Mercer County Farmers Market Facebook page of your attendance and products.

17. Stand rules:

1. A stand can be shared between no more than two producers (who pay for and vote as one).
2. One vacant stand can be absorbed into an adjacent stand by that vendor. If both adjacent vendors want a vacant stand, a coin toss will decide which vendor gets the vacant stand.
3. If neither adjacent vendor wants a vacant stand a new member can be placed there.
4. Stands are to be kept hazard-free, reasonably attractive, and activities should be fair to neighboring stands.
5. Trash and litter around the stand from any source is to be cleaned up by the vendor before departure.

18. Vendors must comply with other applicable local, state, and federal regulations such as:

1. Approval seal on weighing devices
2. Pesticide licensing and safe use
3. Participation in mandatory commodity orders for Ag commodities
4. Organic certification on claimed products.
5. State sales tax collected as required.
6. Food safety, sanitation, health permits and labeling issues that apply to the item

*I agree to follow the requirements listed above regarding participation in the Mercer County Farmers Market.*

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Revised 11/29/2023