



## 2023 Warrick County Farmers' Market Rules

### **Purpose:**

Warrick County Farmers Market maintains and runs a non-profit local farmers market in Boonville Indiana. The Market showcases locally grown produce, home baked goods, handmade crafts and features educational information on healthy eating, agricultural issues, and local community awareness.

### **Market Location and Dates:**

The Warrick County Farmers' Market will be held in Boonville, IN at the corner of Second street and Main Street at the Harold Gunn Memorial Pavilion and adjacent parking lot.

The market will be held every Saturday beginning on the first Saturday in June thru the first Saturday in October from 7:30 am to noon. Note: Executive Committee reserves the right to adjust the ending date of the market due to growing season concerns and/or vendor participation.

**Market Fees :** Booth Space 10ft x 10ft                      \$35 Season Pass                      \$10 weekly fee

Cash is accepted and Checks should be made out to Warrick County Farmers' Market.

Vendors must check in with Market Manager upon arrival for booth assignment, pay fees, and fill out application if not previously completed. Set up begins at 6:30 AM, all vendors must be set up and ready for market opening at 7:30AM. **No sales before 7:30am**

Vendor space in the Pavilion is limited and space assignment will be determined by product being sold and seniority of vendor participation, vendors must provide their own tables. Vendors not located in the Pavilion will set up in parking lot and must furnish their own canopy and tables. Vendors assigned space in the Pavilion **MUST** make Market Manager aware of dates they do not plan on occupying their space in the Pavilion at least one week before, or they may forfeit their space in Pavilion.

### **Permitted Wares for Warrick County Farmers Market**

The primary purpose of the Warrick County Farmers Market is offering for sale articles for human consumption, such as locally grown produced fruits, vegetables, edible grains, nuts, berries, shell chicken eggs, maple syrups, honey, freezer meat, and other state allowed Home-Based Vendor products. Plants offered for sale include vegetables, flowers, & nursery stock. Sales of assorted crafts are also permitted assuming they meet the subsequent criteria:

- 75% of all offered craft items must be original and handcrafted by the vendor (no kits or reproductions of artwork). The starting raw material must be significantly altered and enhanced by the vendor and the finished product should artistically dominate any commercial components used in the product. Raw materials or commercially prepared products may be sold but must be less than 25% of sales.

**All products sold at the market are at the discretion of the Market Executive committee.**

## **Health and Safety Requirements and Regulations**

- Vendors are responsible for complying with all applicable laws, regulations, and ordinances pertaining to their consumable products, including but not limited to HBV, CBD, pet treats, frozen meat, and eggs.
- All items intended for human consumption must be kept at least 6 inches off the ground at all times and be under a tent or umbrella.
- All items requiring immediate refrigeration must meet state, county, and local health requirements, rules, and regulations. Vendors are responsible for their own refrigeration source.
- Scales and measuring devices must be legal, certified, and accurate.
- No live animals may be sold or given away at the market.
- If selling eggs, they must be kept at 41 degrees F or less. Vendor must obtain a current egg vendor license issued by the State Egg Board and a copy of the license must be on file with the Market Manager.
- If selling honey, vendor must post visible sign informing customers of the danger of feeding honey to infants and children less than 2 years of age.
- Processed food items such as baked goods must be prepared from scratch by the vendor in a licensed facility or qualify as a Home-Based Vendor (HBV) item and have proper labeling.
  - Home Based Vendors (HBVs) must follow all requirements of current HEAs in force per the Indiana Legislation.
  - Samples of baked goods are allowed at the WCFM only when preapproved by the Market Manager. Consult with the Market Manager for rules on distributing samples.
  - Retail food establishments must furnish a copy of their Warrick County Food Permit and Insurance Certificate.
- Frozen meats (beef, pork, lamb, goat) to be sold at the market must be processed in a properly licensed facility. It must be inspected and labeled according to the State Department of Health rules.
- Frozen poultry sales are allowed at the farmers market if the conditions as stated in Indiana house act 1312 are met.

## **Vendor Terms**

- Vendors must furnish their own tables, chairs, canopies, and other display arrangements.
- Vendors are responsible for any damages resulting from their sale of unsafe or unsound goods.

- Shelter and electricity provided in limited quantities; must be preapproved by Market manager.
- Prices must be posted for all items.
- No form of political or offensive items may be worn, displayed or sold by vendors or their representatives, during market set up or market operating hours.
- Vendors are not allowed to have any pets or animals at the market during operating hours.
- Produce Vendors must keep their product in good condition. Low quality or dirty vegetables, fruit, etc should not be displayed or sold. Vendor pricing should consider quality and supply. It is suggested you check area prices.
  - Seventy-five percent of **all products sold** must be grown/raised locally by vendor (southwest Indiana and Daviess and Henderson Counties, KY). To maintain enough produce for the entire season, vendors may sell produce items purchased within a 70-mile radius of the market. Vendors selling produce that has been purchased within this radius must notify Market Manager before set-up and opening of market. Market Manager shall determine if such produce shall be allowed for sale. **LABELS, A MINIMUM OF 3x5 INCHES**, are to be displayed at each item and include sale price and location produce item originated from. Proof of purchase via receipt from location of purchase shall be available for Market Manager review.
- Vendors are responsible for cleaning up around his/her vehicle and booth maintain safety. Failure to completely clean up assigned spaces and surrounding area may result in loss of vendor privileges.
- All trash must be carried out.

### **Covenant Not to Sue**

By participating in this Farmers' Market, the vendor agrees not to institute any action or suit of law or in equity against the Warrick County Commissioners, Warrick County Farmers' Market, its volunteers, agents, officers, and designees as a result of action taken under this contract. The vendors will not aid in the institution or prosecution of any claims for damages, costs, loss or injury to person or property resulting from the terms of vendor's participation in the Warrick County Farmers' Market.

### **Indemnification**

The vendor hereby agrees to indemnify, hold harmless, release, waive and forever discharge the Boonville Warrick County Commissioners, Warrick County Farmers Market volunteers, agents, officers, designees from all actions, damages, liabilities, and expenses, including reasonable attorney fees and court costs that may arise out of or as a result of the vendor participating in the market.

### **Insurance**

It is highly recommended vendors provide a certificate of liability insurance for protection against damages in the event injury occurs at the Market or an injury is caused by their products, but not required by Warrick County Farmer's Market. Certificate Holder shall be Warrick County Farmers Market and should be on file with Market Manager.

**Farmers Market Executive Committee**

- The Warrick County Farmers Market Executive Committee consists of the Market Manager, Asst Market Manager and the Warrick County Ag and Natural Resources Purdue Extension Educator.
- The Extension Educator can provide current basic information about production and marketing of many farm products along with contact information for appropriate regulatory agencies.
  - [Bailey1@purdue.edu](mailto:Bailey1@purdue.edu) or (812) 897-6100
- Market manager, Jo Temple, can be reached at [templemarble2@aol.com](mailto:templemarble2@aol.com)
- Assistant Market Manager, Brenda Sutton, can be reached at [beashoe@aol.com](mailto:beashoe@aol.com).

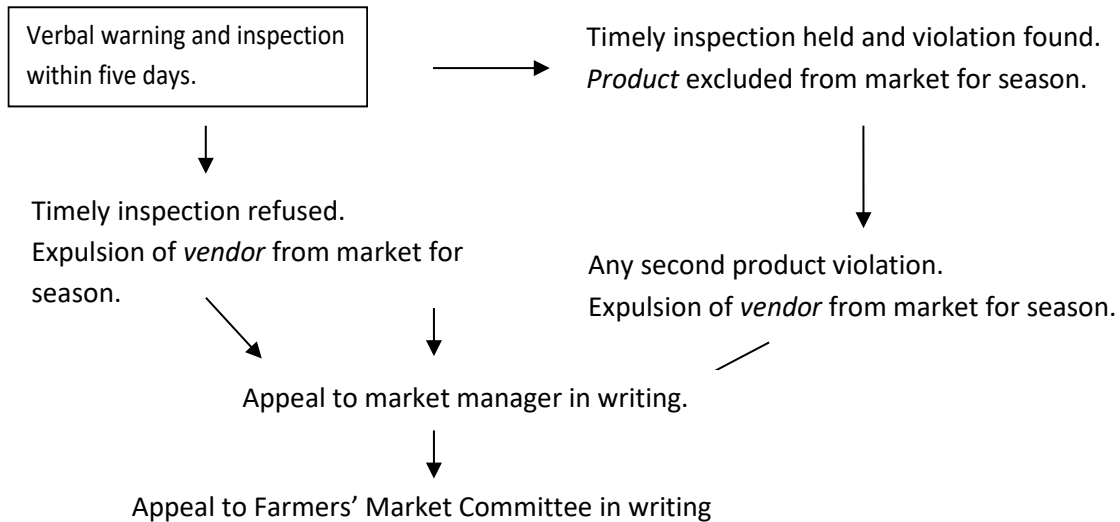
**Vendor Violation Procedure**

**In the event that a vendor is found to be in violation of one or more of the above market rules, the following process shall be observed.**

- Market rule violation (submitted to Market Manager in writing)
- Verbal warning issued by Market Manager(s).
- Written warning issued by Market Manager(s).
- Expulsion from Market for season
- Appeal to farmers’ market committee in writing
- Decision of the committee is final

**Market Product Violation**

**In the event that there is a question regarding a product being offered by a vendor, the following process shall be observed.**



**Decision of the committee is final (will be addressed within 30 days)**