



## **Piedmont Farmers Market, Inc.**

Piedmont Farmers Market, Inc. is a 501(c)(3) non-profit corporation established to provide a place for local farmers and craftsmen to sell fresh, quality produce, baked goods, value added items and crafts to citizens in Cabarrus and surrounding counties. Piedmont Farmers Market, Inc. is operated by a Board of Directors that is nominated from the slate of market members to serve three-year terms.

For membership and permission to sell at any Piedmont Farmers Market location, an application must be obtained and returned with the applicable fees to:

Piedmont Farmers Markets, Inc.  
P.O. Box 5871  
Concord, North Carolina 28027

All applications must be approved by the membership committee.

### ***General Rules and Regulations***

The Board of Directors shall have the authority to set opening and closing dates and hours for each market which are deemed to be in the best interest of all the markets' operations and the general public. Changes in hours currently in effect shall be posted in one or more conspicuous places and announced through news media and/or social media outlets.

The Board of Directors shall have the authority to appoint and set employment conditions for a market manager and any other employees deemed necessary.

The Board of Directors shall have the authority to set membership fees, site fees, and table fees.

All scales must be NCDA approved and properly labeled. NCDA prohibits scales that state 'Not Legal for Trade.' All North Carolina regulatory laws applying to weights, measures, marking of containers, sanitation, or other legal requirements will be obeyed by all market vendors.

All vendors are required to post their North Carolina Department of Revenue Sales and Use Tax Certificate in their spaces during market operation hours.

Vendors shall be responsible for their own records, taxes, and compliance with all NCDA and USDA regulations.

The Board of Directors (or Market Manager) shall have the general control and supervision of the market, buildings, parking lot, and adjoining areas. The Board of Directors (or Market Manager) shall collect all fees and rentals from all renters and users of the market.

The Board of Directors (or Market Manager) has the authority to deny any person the privilege of operating at any Piedmont Farmers Market, Inc. market, and shall expel any vendor found to be using methods that are detrimental to attendance at the markets or contrary to the markets policies.

The Board of Directors (or Market Manager) has the authority to expel any vendor or vendor's agent from any market for violations of the Piedmont Farmers Market, Inc. rules and regulations, or who may be found violating any federal, state, or local law.

Piedmont Farmers Market, Inc. or any of its employees or agents will not be responsible for loss through theft or damage to private property, nor personal injury to individuals.

The Board of Directors reserves the right to modify or change rules and regulations as necessary.

### ***Product Rules and Regulations***

Products allowed for sale include fruits and vegetables, prepared jellies, baked goods, cured meats, handmade crafts, flowers, plants, pickles, relishes, honey, and other farm items except live animals. The prohibition on live animals includes pets (free or for sale). Eggs, dairy products, meat products including fish are allowed with refrigeration to 45°F and are subject to all federal, state, and local regulations. Home bakers and sellers of value added products must have a NCDA certified kitchen or a commercial kitchen, and provide certification documentation to Piedmont Farmers Market, Inc. Home canners of pickles must provide documentation of successful completion of the approved course for acidified foods. Vendors selling uncured meats must provide documentation of their meat handlers license.

Vendors will be allowed to sell refreshments as part of their normal operations with the exception of homemade ice cream (per NCDA regulations). No glass containers for refreshments will be allowed.

The giving of samples is encouraged, however, the Board of Directors (or Market Manager) may prohibit samples being given out at any market if the manager feels it is presenting a problem. All vendors providing samples must provide their own trash receptacle for customers and must take their own trash away at the close of the market.

All products must be of United States origin.

Prices are required to be posted at or on each item sold. All price tags and signs shall be removed at the close of the market.

The Board of Directors (or Market Manager) may remove, or cause to be removed, any sign judged to be detrimental to the market. Acceptable signs include those certified through NCDA and USDA. Signs must not include false advertising of deceptive practices. Any signage indicating 'Certified Organic,' 'Organically Grown,' or 'Certified Naturally Grown,' cannot be used without providing appropriate documentation to the Board of Directors.

The Board of Directors (or Market Manager) may make, or cause to be made, any inspection of any product which may be necessary and may prohibit the sale of any product which does not conform to legal and stated market standards. No person shall sell a product which is unsound, unwholesome, or which fails to meet the standard or requirements of federal, state, or local laws and regulations.

## *Facility Rules and Regulations*

Piedmont Farmers Market, Inc. attempts to assign each vendor a regular space. Space assignments are subject to change based on market needs. There is no actual or implied ownership right to any particular space. Vendors must occupy their space at least 85% of the time they commit to on their application to have priority consideration for that space the following year. Vendors have until April 1 to exercise their priority by sending written notice to the membership committee. The number of spaces assigned to a vendor will be determined by the membership committee based on the needs of the market. The Board of Directors (or Market Manager) will be responsible for all vacant space assignments during the season.

**Vendors must notify the Board of Directors (or Market Manager) at least 48 hours prior to the opening of the market if they know they will not be setting up for selling. Notification may be made orally, by email, or by text to (704) -208-0215. Vendors shall attempt to notify the Board of Directors (or Market Manager) one hour prior to any given market if they will not be at the market due to illness or emergency. For vendors setting up at the Winecoff market, failure to make required notification will result in the vendor being required to pay the table fee for the missed market prior to being allowed to set up at the next subsequent market.**

If more than one vendor will be working together in one booth, both vendors must be members and are responsible for all employees/agents.

Spaces shall not be sub-leased by any vendor.

Vendors wishing to designate a person to represent him/her in their space must notify and receive approval from the Board of Directors (or Market Manager).

If a vendor doesn't occupy their space prior to 30 minutes before the opening of the market, the space may be sold for that day. Space assignments for all markets are made by the Board of Directors (or Market Manager) based on need and all decisions are final.

Vendors who sell at the Winecoff facility on a weekly basis may leave one sign assigned space which identifies the vendor. The sign may be hung overhead at the back of the space or from the top of the table to the floor, providing that the line of sight is not obscured. The use of staples/staple guns are prohibited for the use of posting signs, notices, etc. at any market. The use of nails is prohibited in posts and market owned tables. Tape can be used when attaching signs to tables. Posts are for the display of Farmers Market information only and will be used at the discretion of the Board of Directors (or Market Manager).

No vendor, buyer, user, or other person shall abandon produce, vehicles or other articles at any market. If such is done, the Board of Directors (or Market Manager) may have such item(s) removed from the market at the owner's expense, or the item(s) may be donated to a person who will dispose of the item(s). Vendors may leave tables or decorative displays at their assigned space at the Winecoff facility if they are returning on the next market day. If a vendor does not return, item(s) may be removed at the discretion of the Board of Directors (or Market Manager).

No display table, sign, cooler, or other item will protrude into the aisles or walk ways at any market. The Board of Directors (or Market Manager) may require unsafe displays to be removed or changed. No display shall create a tripping hazard.

Vendors shall leave their market space clean. All trash is to be removed from the premises by the vendor at the close of the market. Market trash cans are not for vendor use, however, the dumpster at the Winecoff facility may be used by vendors. Vendors must keep their immediate premises reasonably clean, sanitary, and orderly. Persistent failure to respond to requests of the Board of Directors (or Market Manager) in this respect shall constitute a violation. Vendors must clean and sweep (if needed) their space at the close of each market.

Vendors shall park in designated areas. Vendors shall not park in a manner as to obstruct traffic or take up space necessary for the orderly operation of the market. Vehicles shall not be parked in areas that would be detrimental to grass or landscaped areas. Trailers must be parked in assigned spaces on a flat surface and must have each wheel chocked if unhooked from a vehicle. Trailers must not be moved around with market property during market operation. Extra vendor vehicles must be parked in designated areas.

All vehicles must be operated in a careful and prudent manner and at a rate of speed so as not to endanger any persons or property. All parking signs, speed limit signs, and other posted signs shall be observed.

Vendors shall use all possible care in the operation mechanical equipment used on market property. Any safety issues will be addressed by the Board of Directors (or Market Manager).

Persons causing damage to any market property shall be financially responsible for the cost of repairs or replacements. Such damage shall include, but not be limited to, buildings, grounds, fences, gates, vehicles or any other property owned and/or operated by the market or its host venues.

Vendors shall remove any vehicle or item of property upon the request of the Board of Directors (or Market Manager).

No person shall erect any facility upon the market property without the approval of the Board of Directors.

Only usages of electricity approved by the Board of Directors (or Market Manager) will be permitted. Playing radios, tape players, CD players, televisions, computer audio, or any other forms of amplified sound are prohibited uses during market operations. Excessive use of electricity or noise will be addressed by the Board of Directors (or Market Manager).

No sales can be made to the public prior to the opening time of any market. Vendors are allowed to sell to other vendors prior to the opening time of any market.

No person shall distribute, scatter about, or post on the markets' properties any advertising, signs, pamphlets, cards, hand bills, or other printed matter unrelated to products sold at the market without the consent of the Board of Directors (or Market Manager).

The use of profane or abusive language at the markets is prohibited. Abusive language includes any form of sexual harassment. Profane or abusive language is punishable by expulsion from any market managed by Piedmont Farmers Market, Inc.

No person shall make any public outcry, engage in 'hawking,' or provide any musical or other entertainment for the purpose of drawing customers or attracting attention to a particular vendor.

The Board of Directors (or Market Manager) may approve various forms of entertainment that benefits the market as a whole.

Vendors shall not commit any act or use any language which does, or tends to, insult or intimidate another vendor or shopper.

Vendors shall not make or circulate false reports tending to upset or destroy the operations of the market or that may cause upset or damage to vendors.

No vendor shall engage in fraudulent, dishonest, or deceptive practices related to operation of the markets.

Vendors shall not approach a buyer for the purpose of making a sale while said buyer is in conversation with another with vendor or in front of another vendor's space.

It shall be the responsibility of all vendors at the market to satisfy customer complaints. Upon receipts of excessive complaints, the Board of Directors (or Market Manager) may cancel the marketing privileges of the offending vendor.

Vendors are expected to emphasize courtesy to all customers.

Gambling is prohibited at any market location during market operation.

Consumption of alcoholic beverages or illicit drugs is prohibited on the market premises.

The Board of Directors (or Market Manager) shall have the authority to expel from the market any person under the influence of impairing substances, or any person who is causing a public disturbance.

Vendors shall not smoke or use tobacco products in vendor spaces or within the Winecoff facility shelter.

Pets are not allowed in the selling areas at any market. Service animals are excluded from this prohibition.

### ***Violation Penalties***

Vendors who violate the Piedmont Farmers Market, Inc. rules and regulations shall be subject to the following penalties:

First Violation	Written Warning
Second Violation	Seven-day suspension from all markets
Third Violation	One-year suspension from all markets

Vendors have the absolute right to appeal all penalties to the Board of Directors, and no suspension shall be in effect pending appeal.