



2024 TOWN OF HILDEBRAN FARMERS MARKET RULES & REGULATIONS

1. HOURS AND DAYS OF OPERATIONS AND LOCATION

The 2024 Farmers Market will operate on Tuesdays from June 4th to September 24th from 8:00 a.m. to 1:00 p.m. The Market will be held in the Town Hall parking lot located at 109 South Center St., Hildebran. Vendors can begin setup at 7:00 a.m. and must be setup by 8:00 a.m. The Town will not be providing tents; however, vendors are allowed to bring their own.

2. FEES

The Town of Hildebran has decided to waive all fees to participate in the 2024 Market.

3. ELIGIBILITY

(A) Vendors must reside and produce the items they sell within a 50 mile radius of Burke County, NC unless otherwise approved by the Market Coordinator. Products that can be sold include:

- Vegetables grown from seeds, sets, or seedlings by the vendor
- Fruits, nuts or berries grown by the vendor
- Plants grown by the vendor from seed, seedling, transplant or cutting
- Bulbs propagated by the vendor
- Honey produced from the vendor's bees
- Cut or dried flowers grown by the vendor
- Firewood cut by the vendor
- Straw baled by the vendor
- Fresh (not frozen) baked goods baked by the vendor*
- Eggs produced from the vendor's poultry*
- Seafood caught by the vendor*
- Meats from animals raised by the vendor*
- Low-risk packaged foods such as preserves, pickles, relishes, jams & jellies, fresh (not frozen) baked goods, candies, dried mixes, spices, *some* sauces and liquids, and acidified foods made by the vendor*
- Frozen consumables made by the vendor*
- Dairy products, including milk, frozen dessert, cheese and butter*
- Crafts that are hand crafted by the vendor. No mechanical, optical, digital or electronic reproductions will be allowed with the exception of prints, art or photography originally produced by the vendor. All items must be of excellent workmanship both in quality and design.

THE FOLLOWING ITEMS ARE REGULATED BY THE NC DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES. DOCUMENTATION OF COMPLIANCE OF ALL ITEMS LISTED BELOW SHALL BE PROVIDED UPON SUBMISSION OF VENDOR APPLICATION AND ON FILE WITH THE MARKET COORDINATOR. NO EXCEPTIONS.

* Low-risk packaged foods such as baked goods, jams & jellies, candies, dried mixes, spices, *some* sauces & liquids, and pickles & acidified foods can be made in a home based food business. The products are regulated by the NC Department of Agriculture & Consumer Services. Please contact the Raleigh office at (984) 236-4820 and ask for a "food program compliance officer" for more information or for information with the regards to the production of shelf stable sauces, dressings, salsas, pickles, and acidified foods. All of these products will require laboratory testing. Visit www.nchomeprocessing.com to download the required inspection forms. Baked goods and canned items MUST be clearly labeled with the name and phone number of the person(s) making the item. Ingredients MUST be clearly listed on a label attached to each package and items should be pre-packaged/pre-wrapped in the quantity you wish to sell (i.e., by the dozen, half dozen, etc.).

* All high-risk packaged foods such as refrigerated or frozen products, low acid canned foods, dairy products, seafood products, bottle water, etc. must be processed in a non-home based commercial facility when offered for sale. These products are regulated by the NC Department of Agriculture & Consumer Services. Visit www.ncagr.gov/fooddrug/food/homebiz.htm for more information and to download the required inspection forms. If you are uncertain if your canned goods are low-acid or acidified, contact a Food Compliance Officer at 984-236-4820 for guidance.

* Eggs shall be sold only under the North Carolina Egg Law. Visit www.ncagr.gov/fooddrug/food/egglaw.htm for more information.

* Seafood is regulated by the NC Department of Agriculture and Consumer Services, Food and Drug Protection Division. For more information, visit <https://www.ncagr.gov/MARKETS/facilities/markets/raleigh/forms/Seafood%20Guidelines%20rev.%204-30-11.pdf>

* Meat is regulated by the NC Department of Agriculture and Consumer Services, Food and Drug Protection Division, Meat and Poultry Inspection Service. Anyone selling meat MUST have a "Meat Handlers License" and the packaged meat should have a NC Federal Inspection Stamp.

* Dairy products, including milk, frozen dessert, cheese and butter, are regulated by the NC Department of Agricultural & Consumer Services, Food and Drug Protection Division. Licensing is required.

(B) All items sold as organic must meet the requirements of the National Organic Program via the United States Department of Agriculture, Agriculture Marketing Service. For more information, visit <https://www.ams.usda.gov/services/organic-certification/becoming-certified>. Documentation of compliance must be displayed when selling at the Market. Only certified growers may display signs using the word "organic."

(C) Any products not specifically addressed above will be reviewed on an individual basis for eligibility.

(D) Vendors must be the producer, producer's agent, and/or relative of the producer to participate in the Market.

(E) The Marketing Coordinator reserves the right to conduct an inspection of any market vendor at any time to verify product origin, compliance, and quality of products for sale.

4. ATTENDANCE

The Market will operate rain or shine, unless the weather will pose a public hazard. The Market Coordinator, Town staff or official will make the decision to cancel any Market as deemed fit. Vendors are required to remain on site for the duration of the Market.

5. DISPLAY / SET UP

(A) One Vendor space encompasses an area of 10' X 10'. The location of vendor slots may be determined by the Maintenance Technician or Marketing Coordinator and slots will be determined on a first come, first served basis.

(B) The Town only provides the space for the Market. Vendors are allowed to bring their own tents, tables and chairs.

(C) Vendors shall display products on tables. All tables, chairs, signage, baskets, containers, etc. are the sole responsibility of the vendor to provide.

(D) All products sold must have signs indicating price and description of product. A master pricing list can be substituted for individual product pricing. Vendors are encouraged to keep prices attractive. It is up to individual vendors to keep the appropriate sales records for IRS and NC Department of Revenue purposes.

(E) All scales must have a valid state certification sticker visible.

(F) Each vendor is responsible for cleaning up his assigned space at the close of the Market. NO FOOD LEFT BEHIND.

6. MISCELLANEOUS

(A) Vendors must comply with all laws, ordinances and regulations of the United States, State of North Carolina, Burke County and Town of Hildebran.

(B) All vendors must complete an application form, provide certification and licenses (as required), provide a signed, written statement verifying that you grow or make all of the products you are offering for sale, sign a liability waiver form/hold harmless clause and sign a rules & regulations clause.

(C) The Market Coordinator is responsible for the day-to-day management of the Market and has the authority to interpret, implement and enforce these rules.

(D) No live animals may be sold, displayed or given away at the Market.

(E) No vendor pets are permitted in the Market.

(F) **Smoking is prohibited.** Anyone who is caught smoking may be asked to leave the Market.