



2023 Franklin County Farmers Market Rules

As a member/vendor of the Franklin County Farmers Market, I agree to the following:

Any person selling under my business name will be held responsible for any and all rules and regulations of the Market (including those here and in the Market Vendor Handbook).

Any person selling food will require Produce Best Practices Training or Produce Safety Alliance Growers Training.

Each member is limited to two spaces.

I will sell only those products set forth by Article 4.1 of the Market By-Laws and that I have Market Board approval to sell. I will allow a representative of the Market Board to inspect my premises to ensure the products I sell are being grown/processed by me in accordance with all applicable regulations.

I will be in my space at least 30 minutes before market starts on Tuesdays, and Saturdays. Except in the case of an emergency, I will notify the market manager as soon as possible, and at least 24 hours in advance, if I will miss a market day that I am scheduled to attend. Failure to do these things may risk loss of my spot in the Market.

I will set-up only in my assigned space. Space assignments will be made based on seniority and frequency and consistency of market attendance.

If a regular vendor, I will pay a Saturday market fee of \$10.00 on any Saturday that I attend or will pay my flat Saturday fee by the first Saturday in May. If a rotating or guest vendor, I will pay the specified fees when due.

I will anonymously report my daily sales, broken down as requested, for each day I sell at the Market and will report my percent change in sales from the prior year at the end of the year.

I will comply with all Local, State, or Federal laws, labels, or food safety and handling regulations and guidelines for all products as defined in the current KY Department of Agriculture Farmers Market Manual.

I and my employees will conduct ourselves in an appropriate and courteous manner at the Market. This includes abstaining from the use of alcohol, tobacco, and illegal drugs.

I will remove all trash, produce, and products and clean up my area at the end of each day that I sell. No produce or product may be thrown away in the park's trash bins or on the grounds.

If accepting WIC or Senior Farmers Market Nutrition Program checks, I will attend the mandatory training and complete the required paperwork. I will follow all FMNP rules and regulations for selling products and handling coupons and monies. Failure to follow FMNP rules and regulations could forfeit my membership in the Market.

If participating in the SNAP/EBT (Food Stamps), Double Dollars, and other incentive programs, I will follow all rules and regulations for selling products and handling cards, tokens and monies. Failure to follow SNAP, Double Dollars, and other incentive program rules and regulations could forfeit my membership in the Market. Vendors will not be reimbursed for tokens accepted in error.

If I am selling online, I will list all my items for the week by 8 AM Mondays. If I am not planning to offer products for online sales in a given week, I will communicate this to the Online Sales Manager by 8 AM Mondays. I will represent my operation and products fairly and accurately in online descriptions and photographs and in all communications with customers, staff and volunteers. Only first-quality items may be sold online unless product descriptions explicitly state otherwise (e.g., tomato seconds for canning). I will have my items packaged, labeled, and ready for collection at the market pavilion starting at 8:15 AM Thursdays. I understand that the market will collect an online sales fee of 7% of my online sales. I also understand that vendors selling on Thursdays are expected to volunteer at least once a month on Thursday mornings to support the continued operation of the Thursday market.

I will not hold the Franklin County Farmers Market, Friends of the Market, Franklin County Cooperative Extension Office, the City of Frankfort, the Park Board, Commonwealth of Kentucky, other Market participants, or any employees/staff of the said services listed in this agreement jointly liable for any complaints, civil, or criminal actions that might arise as the result of my Market participation or actions at the Market.

Any seller not in compliance with the above rules and regulations will be given:

1st occurrence – a written warning

2nd occurrence – a \$100 fine

3rd occurrence – Asked to vacate the premises and forfeit membership in the Market.

Any member whose conduct is deemed to be inconsistent with or detrimental to the objectives of the Farmers Market may be expelled from the organization by a three-fifths majority vote of the Franklin County Farmers Market Board.