

Market Operational Guidelines

2017

Required Certifications & Inspections

1. All vendors must achieve “market-certification,” documenting that they actually grow or produce the products they sell. Certification may at times require a one-week waiting period. The Market Advisory Committee may issue a one time “quick-certification” per his discretion.
2. Produce should be grown locally in the market certified area.
3. The Advisory Committee may suspend a vendor’s market privileges for the remainder of the year, if determined that vendor has willfully abused the “market-certification” process.
4. Vendors selling food items that are prepared or cooked off-site are required to provide evidence of an educational kitchen inspection performed by the Food and Drug Protection Division of the North Carolina Department of Agriculture. These food items must be labeled with the vendor’s name and its ingredients. This requirement does not include honey.
5. Quality handmade craft items may be sold at the market provided they are approved by the Advisory Committee.

Assignment of Selling Space

1. “Market-certified” vendors from Wilson, Nash, Edgecombe and surrounding counties will be given priority for use of market space. After that, available market space can be offered to any North Carolina and then out of state “market-certified” vendor.
2. A market space is considered occupied only when both the vendor and products are present.
3. There is a one time annual membership fee of \$25.00 and then a daily market fee of \$5.00.
4. Transfer of market space assignments by and among vendors is prohibited.
5. Vendors will make reservations and be assigned market space by the market manager on a first-come, first-served basis.

Specific Product Limitations

1. The sale of homemade baked goods, candy, jelly, jams, preserves and honey produced by the vendor is generally allowed, provided required inspections and certifications are satisfied.
2. The sale of value-added agricultural products such as homemade ice cream, cooked popcorn, nuts, fruits and vegetables are permitted, provided the primary raw agricultural ingredient was actually produced by the same vendor.
3. The sale of ready-to-eat items such as snow cones, cotton candy, sandwiches and beverages is generally not permitted.
4. The sales of freshly processed items (Fruit juices, etc.) are permitted.

General Requirement

1. Each vendor must display a sign that includes his/her name, address and telephone number. Minimum sign size will be 8 ½ inches x 11 inches. A sign must not be larger than 12 sq. ft.
2. For products sold by weight, vendors will provide scales that have been inspected for accuracy by North Carolina Department of Agriculture, Standards Division. Only at the discretion of the market manager can a vendor be temporarily and briefly be excused from this requirement.
3. Vendors will return unsold products, containers or waste to their farms or homes for proper disposal. Vendors will also be responsible for cleaning their market space at the end of each market day.
4. The market manager may ask vendors or customers to leave the market building and grounds, if being disruptive to the atmosphere or mission of the market.
5. Vendors assume all liability arising from the sale or use of their products, displays, tables, equipment and other items that are sold or used on the property of the Farmer’s Market and hereby agree to indemnify and hold Farmer’s Market and Vendors harmless from any and all liability, claims, loss, cost, damage or expenses (including the cost and expense of defending any claim) arising or alleged to arise out of Vendor’s sale or use of its products or property at the Farmer’s Market.

Vendor Certification Form

2017

Fax: (252) 237-0114
Office : (252)-237-0111

Mail to: Wilson Ag Center
Farmers Market
1806 Goldsboro Street
Wilson, NC 27893



Wilson Farmers Market

Farmer/Vendors must complete this form prior to using market space at the Farmers Market

Producer's Name _____ Home Phone () _____

Address _____ Work/Cell () _____

City, State, Zip _____ FSA farm number _____

Road name or road number where products are grown or produced _____

List products that you produce and plan to sell at the market.

AGRICULTURAL PRODUCTS

OTHER PRODUCTS

This is my request to become a "Market Certified Vendor" at the Farmers Market in Wilson, NC. You will receive a copy of the Market Operational Guidelines and I agree to abide by those guidelines. I also voluntarily agree to permit the farmers market manager, per discretion, to visit and inspect the location and facilities where I produce the products that I sell at the market. I must have this form on file with the market at least one week prior to selling.

Vendor's Signature

Signature of Cooperative Extension Agent or Director

YOUR EMAIL:

Date 2017 Dues Paid-----

Make \$25 checks payable to: Wilson Farmers Market

Check dates you plan to sell at the Market in 2017:

Fair Grounds Saturday Market

April _____
May _____
June _____
July _____
Aug _____
Sept _____

DownTown Wednesday Market

April _____
May _____
June _____
July _____
Aug _____
Sept _____