

THE SHAMROCK FARMERS AND ARTISANS MARKET

RULES AND GUIDELINES 2023

Market Contact: Tracy Phillips-Berk 252.394.6107

The SHAMROCK Farmers and Artisans Market (SFAM) will be open on (most) Saturdays, seasonally. Operating hours are from 8:30 am until noon. Additional mid-week and holiday markets may be scheduled. Market may be cancelled due to severe weather or natural disaster.

Vendors must submit an application to the market and be approved by the Board or market representative before participation. Approval will be valid from January 1st to December 31st.

Fee structure:

\$120/year – all 2023 Saturday Markets, plus Fall Market Oct. 7 and Holiday Market Dec. 3 (14 dates)

\$40/month – applies to May 27, June 10, 17, and 24; July 8, 15, 22, 29; and/or August 5, 12, 19, 26

\$12/day – per event market days, payable on day-of.

All paid fees are non-refundable. Fees may be waived by the market representative in special circumstances, i.e., nonprofit groups on site for market days, but not related to sales achieved.

A vendor space is defined as a 10' x 10'. Electricity and water are available for use and must be approved by market representative.

Vendor placement shall be determined by the market representative.

Vendors will be responsible for the set up and break down of their displays and the cleanliness of their space. Boxes and supplies should be stored from sight. Vendor is responsible for bringing their own tables, chairs, and tents. Leave no trash or organic debris behind.

Vendors shall prominently display all prices, taxes and fees that are charged to customers.

Vendors must give a 24-hour notice of cancellation if not able to attend a previously confirmed market. Prepaid fees are not refundable.

REQUIREMENTS FOR PLANTS AND FARM PRODUCTS

All products, produce and plants sold must be listed on the Vendor Application and be approved by a market representative prior to sale. Any additional products added after the submission of the initial application must also be approved by a market representative prior to selling that product.

Vendors will only sell items that are personally grown or handmade. Every grower must sign a market contract that they are growing 100% of what they offer for sale at any market event.

Growers will be subject to a farm/facility visit by a market representative any time of the year.

Egg producers must comply with egg laws of NC Department of Agriculture and Consumer Services. NC Egg Laws in full can be found at <http://ncagr.gov/fooddrug/food/egglaw.htm>

Perennial Plants Seller must provide a copy of Nursery Certification (registered if less than 1 acre and certified if more than 1 acre) from NC Department of Agriculture and Consumer Services to the market. Information regarding the registration and certification of a nursery can be found at <http://ncagr.gov/plantindustry/plant/nursery/lictbl.htm>

Meat or poultry vendors must be registered as a meat handler with NC Department of Agriculture and provide a copy of their license to the market.

Vendors selling processed foods, such as baked goods must obtain certification from the NC Department of Agriculture. Information regarding this certification can be obtained by calling 919.733.7366.

Samples of your products are allowed and encouraged as approved by a market representative.

All crafts and artisan products must follow the 90% rule. 90% of each item or product sold must be designed by and hand made by the vendor. Vendor must sign a market contract that they are handcrafting a minimum of 90% of what they offer for sale.

All products including raw materials purchased and resold must be significantly altered to become a new product. Re-packaging is not considered significantly altered.

A review may be conducted at any time by a market representative upon request or complaint.