

# Judd Hill Farmers' Market

## Rules & Regulations

### Spring 2024

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***Please read the regulations before completing your application to sell – submission of application is your acknowledgment that you are willing to abide by all Market Guidelines below.***

- Market Season: May - October, Saturdays 8:00a.m.-1:00p.m.; June - August, Tuesdays 11:00 a.m.-4:00 p.m. (Market may close early if all products are sold out – Tuesday may be shortened due to lack of product). Extended market season from November – April will be determined by the interest of vendors and customer participation.
- Application must be filled out each year with current contact information, at least 2 weeks prior to the market day. The Market Manager has the full discretion of approval or denial of all applications (with the Board of Directors' support). Previous vendors are not automatically reapproved. Placement of the vendors is also at the discretion of the Market Manager.
- Must contact Market Manager, TBD by 7:00 a.m. on Saturdays, 10:00 a.m. on Tuesday if going to be late or spot will be given to another vendor for the day. Booths need to be set up by 7:45am on Saturdays and 10:45am on Tuesdays.
- Must contact Market Manager if not attending the market. No shows are considered a 1st warning offense, or at manager discretion.
- Daily Fees – Reserved Pavilion spaces 10'x10': \$35; Gravel Booths (and West awning of building) 10'x10' (provide own tent): \$25; Inside Building (spacing dictated by market manager): \$25; Food Vendors (in designated locations) \$35 **OR** 10% of gross sales up to \$250 for all vendors (if vendor sales below \$250).
- Tables, displays, chairs must be provided by vendor.
- Vendor is responsible for cleaning his/her booth & **hauling off own trash.**
- Taxes/Department of Health regulations – vendor's responsibility. Participation in training sessions from the Arkansas Department of Health is highly encouraged, especially for bakers and produce growers.
- Must have a sign indicating the location where all products/produce are from or grown. The sign shall include the name of vendor/farm and city/community.
- Prices must be displayed for buyers to see.
- Vendors choosing to sell produce **MUST** be a grower. *Employees of grower allowed to sell. If a vendor sells their own produce and is an employee of another grower, then a separate sign indicating where produce is from must be displayed in the same booth.*
- 100% produce must be grown by the vendor – **NO resale.** The term Grown shall consist of the following: the planting, maintaining (weeding, watering, spraying, etc), harvesting, and cleaning of "all" produce sold in his/her booth. On-site farm inspections will be conducted when deemed necessary.
- All produce **MUST** be grown within 100 mile radius of Jonesboro or within the state of

Arkansas.

- Produce vendors MUST own or rent/lease land (Rented/Leased -- must have written proof of ownership of the garden by landowner).
- Produce can be sold by weight ONLY if a certified scale is used to determine weight.
- Produce/products must be sold by the piece, box, basket, bunch, dozen, or bushel.
- All produce/products must be cleaned, wholesome, and reasonably priced.
- No products can be labeled "Organic" or "Natural" without the proper USDA certification or show that you qualify for USDA exceptions.
- All produce/baked goods must be elevated to 18 inches above ground.
- Baked goods must have a label containing: name of business/vendor, address of business/vendor, ingredients, and words "This product was produced in a private residence that is exempt from state licensing and inspection. This product may contain allergens (from page 5)" in 10pt. type. It must **NOT** make any nutritional claims. AR Health Department regulations must be followed, if updated during the season
- Items allowed without permit: Bakery items, brownies (containing legal ingredients), cakes (without cream icing), cookies, jam, jellies, maple syrup, sorghum, fruit butter, honey, farm fresh eggs (must be refrigerated & in unmarked container), frozen meats (commercially inspected, passed, labeled USDA; kept frozen in freezer units until sold; held, stored, transported in clean sanitary environment; labeled USDA, name of product, net weight, USDA safe handling instructions).
- Items requiring a Department of Health permit: cheesecake, cream cheese based frosting or filling; custard pies; cured meats; dried fruits, dried vegetables, dried herbs; dried meats; juices; meringue pies; milled grain, flour, meal; pickled vegetables; salad; shelled peas, nuts; smoked meats; sprouted beans, seeds, pickles, relish, salsa ***(These items are restricted by the Arkansas Health Dept. and may have more requirements in addition to the commercial kitchen. Some items may still not be allowed at the Judd Hill Farmers' Market. Any item on this list should be discussed with Market Manager and Health Dept. officials)***
- Items **NOT** allowed at the market to sell: homemade cheeses, raw milk, wild harvested mushrooms, or live animals (Arkansas law).
- Food vendors cannot be a franchise operation.
- Crafts must be handmade and approved by the Market Manager. No re-sale arts & crafts permitted. Crafters/artisans must present pictures to Market Manager for approval before bringing to the market. The Market Manager/Board of Directors has the discretion of deeming items appropriate to sell at the market each week. All items/products must be family friendly. If items are deemed inappropriate, the items must be removed from sale and view with the possibility of the vendor status permanently revoked.
- New crafters and bakers may be placed on a waiting list.

- Vendors are NOT allowed to bring pets when working at the market.
- All permits and vendors must be approved by Market Manager.
- Market Manager will conduct farm inspections or production facility inspections throughout season. **If vendor sells product/produce from more than one farm/garden then “all” areas shall be inspected to verify market compliance.**
- Per Arkansas State University policy, absolutely no smoking, tobacco products, vaping, or open carry are allowed.

**If a violation is found during inspection, the following action(s) will take place:**

1<sup>st</sup> offense – Verbal notice (or no show is 1st offense)

2<sup>nd</sup> offense – Written notice: Suspension of 4 market days

3<sup>rd</sup> offense – Written notice: Suspension for remainder of market season