



Farmers Market Guidelines

2016

Since 2010, the market has been providing fresh, locally grown produce, specialty food items, handmade arts and crafts from more than 30 vendors. The mission of the Clemson Farmers Market is to provide healthy food options for the community while promoting local agriculture.

Fridays 3:00-6:00 pm – Rain or Shine

Patrick Square Village Green

578 Issaqueena Trail | Clemson

Regular Season: May 13 to Oct. 14, 2016

Bonus Markets: Nov. 4, Dec. 2

Clemson Farmers Market

c/o Clemson Area Chamber of Commerce

PO Box 1622

Clemson, SC 29633

Kathi Dimmock, Market Manager

Phone: 864-654-3918

Email: kathi.dimmock@att.net

www.clemsonfarmersmarket.org



**Patrick
Square**

Where Legacies Begin



**CLEMSON AREA
CHAMBER OF COMMERCE**

General Information

Thank you for your interest in the Clemson Farmers Market! The mission of the Clemson Farmers Market is to provide healthy food options for the community, while promoting local agriculture. The Clemson Farmers Market has been in operation since 2010, and is located on the Village Green at Patrick Square. The Market will be open mid-May through mid-October with special Harvest and Holiday Markets.

Market partners include the City of Clemson, Clemson Area Chamber of Commerce and Patrick Square.

Information contained in these Guidelines is intended to assist Market vendors and the general public. For questions and/or comments, please contact the Market Manager.

Market Manager:

Kathi Dimmock

kathi.dimmock@att.net

864-654-3918

Rules & Regulations

The Rules and Regulations of the Clemson Farmers Market are enforced by the Market Manager. Rules may be modified as needed without prior notice.

Application

A Vendor Application and appropriate Verification Forms/Permits/ must be filed with the Market Manager prior to selling at the Market. Vendors apply annually and products must be approved prior to selling at the Market.

Application does not guarantee selling rights. Vendors will be accepted based on market needs and the completeness of the application. Approved vendors will be notified in advance of sales dates by either mail or phone. If application is not accepted, payment of the Permit and Vendor Fees will be returned to applicant. Vendor Permits will be distributed by the Market Manager.

Annual Clemson Farmers Market Fees:

\$25 Permit Fee – Make check payable to: *City of Clemson*

\$25 Vendor Fee – Make check payable to: *Clemson Farmers Market*

Fees must be included with application.

Market Schedule

- Setup schedule:
 - 1:30 p.m. Vendors may begin setting up
 - 2:45 p.m. Vendor vehicles must be moved from Market St. and Thomas Green Blvd. Vendor parking is provided in a specified area.
 - 3:00 p.m. Market opens
 - 6:00 p.m. Market closes; Vendor tent/merchandise/vehicles must be moved by 7 p.m.
- Vendors are expected to remain for the duration of the Market.
- Vendors must provide their own trash receptacle and are responsible for removing all garbage from their vending space. Vending spaces are to be left in the same condition as before setup.

General Product Guidelines

- All agricultural and horticultural items must be locally grown by the vendor and prepared foods and craft goods must be locally produced by the vendor.
- All food products must be labeled with ingredients, vendor's name, address and phone number. DHEC and/or SCDA requirements must be met for all food items. Food must be prepared in a DHEC approved kitchen or under the Cottage bill. A copy of your Registration Verification Certificate (RVC) must be included with your application and displayed at your booth. If you have questions, please refer to DHEC Guidelines posted on the Market's website at www.clemsonfarmers.org.
- Market representatives may conduct on-site inspections of Farmers/Growers land to ensure agricultural/horticultural items sold at the Market are locally grown by the vendor.
- Vendors may sell items on behalf of another vendor only if the following criteria are met:

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- Both the producing vendor and selling vendor must complete the application package (Vendor Application, appropriate Verification Forms, payment of application fee) and be approved to sell their items individually at the Clemson Farmers Market.
- Approval by Market Manager acknowledging the arrangement for a specific vendor to sell items on behalf of another specific vendor.
- Items must be clearly marked and identified as coming from a separate vendor.
- The resale of items is not allowed, with the exception of bottled beverages.
- No animals may be sold or given away.
- Prices must be posted for all items sold.
- The market allows sale of products grown, produced, or prepared by the vendor as follows:
 - Fruits
 - Vegetables
 - Herbs
 - Flowers
 - Meat, eggs, honey, milk, and cheese
 - Plants
 - Value-added foods and prepared food items
 - Selected handmade arts and crafts
- Vendors must comply with all applicable State and Local regulations regarding the production, handling and sale of their product.

Vendor Space

- Vendors may occupy one space which will accommodate a 10' x 10' tent (tent, chairs and tables to be provided by the vendor) within the designated Market area. Spaces are available on a first come first served basis unless otherwise directed by Market Manager.
- Tents or canopies must be safely secured from unexpected weather events.
- Vendors are encouraged to creatively decorate their booth.
- All vendors must display an attractive and visible sign at their space containing their business name and location.

Inclement Weather/Cancellation Policy

- The Market will be open rain or shine. However, the Market Manager reserves the right to cancel the market due to severe weather conditions, or conditions that threaten public safety.
- All vendors will be contacted at the phone number on file in the event a Market is cancelled before 1:00 p.m. on the day of the Market.
- If a Market must be cancelled within normal operating hours, the Market Manager will consult with vendors before doing so.

Other

- Vendors are strongly encouraged to obtain liability insurance for the products they sell. The City of Clemson, Clemson Area Chamber of Commerce, or Patrick Square does not provide insurance coverage for vendors participating in the Market.
- The Clemson Farmers Market reserves the right to prohibit anyone from selling and/or prohibit any product from being sold.
- Vendors who do not comply with Clemson Farmers Market rules and regulations and/or State and Federal laws may be refused participation.
- The Market Manager has the right to move or relocate vendors in order to enhance or facilitate Market operations.
- Vendors may not sell any items that have not been pre-approved by the Market Manager.
- CFM is not liable for any injury, theft, or damage to either the buyer or seller, or their property, arising from or pertaining to preparation for or participation in the Market.
- No pets other than seeing-eye dogs/service animals are allowed within three (3') feet of vendor booths on all sides. All pets must be tethered or held, no exceptions.
- Vendors are responsible for setting their own prices and collecting and remitting all Sales Tax.

Farmers Market Procedures & Policies Effective: January 1, 2016

Eat Healthy | Buy Local | Have FUN!