

## MID-TOWN FARMERS' MARKET RULES FOR VENDORS 2024

1. Items permitted for sale: Items permitted for sale at The Mid-Town Farmers' Market (MTFM) include all varieties of Mississippi grown produce, plants, flowers, trees or seedlings (fresh, dried or preserved). Included herewith, but not limited to: raw vegetables, fruits, edible plants, eggs, honey, cheese, shelled peas and beans, nuts, herbs, spices, bedding plants, flavored vinegars, condiments, preserves, jellies, jams, pastries, baked items, spreads, pastas, dried/fresh flower arrangements, poultry, fowl, seafood, sausages, milk, cut firewood, prepared frozen entrees, appetizers, soups, and soaps made from Mississippi grown agricultural ingredients. All baked goods must be homemade and must be labeled. It is recommended that baked goods contain a Mississippi ingredient.

Items not permitted are crafts of any description, except the aforementioned soaps.

All items will be sold at the discretion of the Market Director. The market excludes any commercial baker or seller of produce or seller of prepared foods with a brick and mortar establishment. Reselling is totally excluded.

All vendors will agree to assist the Market Director or his/her agent on a mandatory tour of the growth/production facility prior to the opening of the market for the purpose of qualifying authenticity. For this reason, it is requested that applications be received by May 31<sup>st</sup>, at the latest. It will not be possible to sell at MTFM for the 2024 season if a farmer submits an application after June 30<sup>th</sup>. Occasional follow-up tours may also be required later in the season. Farmers who have been visited and approved will be given a Certificate of Verification. Certificates MUST BE posted in a visible place at the vendors' stall. Displaying these certificates helps our volunteers when collecting fees and they help customers to know whom they are buying from.

2. Fee Structure: Market season will be May 4th, 2024 through October 30th, 2024

Yearly Booth Fee: \$100.00 includes all Saturdays and Wednesdays. If a vendor chooses to pay the yearly booth fee, this must be paid before or on the first day said vendor sells at the market.

Weekly Booth Fee: \$10.00 for Saturday only; \$5.00 for Wednesday only

Monthly Booth Fee: \$30.00 for Saturday only; \$10.00 for Wednesday only; \$40.00 for both Saturday & Wednesday. Vendors who wish to pay monthly must pay the monthly fee on the first day of said month that they sell. No carry-overs!

Please pay your booth fee to the market board member on duty for the day.

Space has never been a problem at Mid-Town until the recent increase in vendors and the board has always felt MTFM charged vendors for the right to set up, rather than for square footage. After reviewing this matter, the board decided to charge Bost Farm a double fee since they occupy extra space. Any vendor who takes up significant additional space will be charged accordingly.

3. **Space Assignments:** Space assignments will be prioritized on a combination of the vendor's choice of payment method (yearly, monthly, weekly) and seniority. A vendor who pays the yearly fee will be given high priority. Seniority means that a vendor who has sold in the same place at the market for years will be given space in the same area. Naturally, many vendors are seasonal. Since the number of vendors varies greatly throughout the year, space assignments can sometimes be difficult. It is important for vendors to be at the market by 6:30 a.m. to get their assigned parking space. After 6:30, a spot WILL NOT be reserved. Please notify the market director if you cannot attend the market. This helps with assigning parking for that day.

If a vendor misses a Saturday without notifying the Market Director, his/her spot may be reassigned at the director's discretion. As long as the director is notified by Friday before the market, said vendor will not lose their spot.

4. **Set-Up and Clean-Up:** Saturday official hours are 7 a.m. until 11 a.m. So as not to offend customers, vendors may sell before 7 or after 11, as the market is closing. All vendors must be prepared to sell by the opening of the market at 7 a.m. Wednesday hours are 7 a.m. until 11 a.m. with vendors allowed to sell before 7 and after 11, as the market closes.

Mid-Town Farmers' Market does not provide any table or cover for vendors, so vendors will want to make arrangements for any sort of merchandise display. Pick-up truck beds are acceptable, and space will be configured to accommodate truck parking.

Vendors will be responsible for all clean-up of their area. There will be a broom and dust pan available in the market shed for vendor use. The market will provide trash receptacles for random trash (primarily that used by market customers). Vendors are responsible for disposing of their own booth trash. A portable restroom facility is available next to the new market shed.

5. **Sales Taxes & Permits:** Vendors will be responsible for determining what items are taxable and for collecting their own sales tax, where applicable. Vendors will not be responsible for obtaining a business permit for selling inside the City of Oxford. Mid-Town Farmers' Market will purchase this permit.

6. Violations: Any complaint against any vendors—whether by a guest of the market or by another vendor—will be addressed by both the market director or his agent and the market board. Decisions made by the market board are final.

If the market director or his agent determines that a vendor is in violation of any provision that may interfere with the smooth operation of the market, penalties may be applied. Possible violations include the following: (1) Not showing up (2) Late arrival (3) Leaving early-unless cleared in advance (4) Failure to clean up area (5) Selling items not within the guidelines of the market including reselling (6) Failure to pay fees (7) Profanity, threats, violence, fighting, or any other such disturbance affecting the safety and/or peace of the market (8) Smoking, dipping, chewing or other use of tobacco products in the selling area. Mid-Town Farmers' Market is a tobacco free market. (9) Not listing ingredients in prepared foods

7. Disclaimer: The Market reserves the right to modify these rules and regulations at any time. The Market reserves the right to refuse the application of any vendor at any time and for any reason.