

RULES

The Shelby County Farmers' Market Rules:

Statement of Purpose: The Shelby County Farmers' Market was established to provide local small growers and craftsmen with an outlet for the sale of fresh picked produce and related agricultural and craft products.

The Shelby County Farmers' Market will operate a farmers' market at such location(s) as selected by the membership; establish market guidelines; set quality standards; promote the market; and encourage growth of the local/regional food supply and craft products.

- 1) The name of the market is The Shelby County Farmers' Market, Inc.
- 2) Membership:
 - a. Market membership is open to producers located in Shelby and adjacent counties to sell produce/products grown/made in these counties. The market may allow members from any county in Kentucky as outlined in the market's bylaws.
 - b. Members must be producers/growers, membership entitles the member to one space within the designated selling area, and a production point of origin must be displayed at the stand. Growers/ Producers must display all documentation required by law: licenses and registrations [i.e. Certified Organic certificate, HB 391 certificates & registration documents]. Producer/seller is responsible for knowledge of and compliance with all requirements for selling their products and be responsible for any product liability insurance.
 - c. Membership will be for one fiscal year, which shall begin on November 1st; membership fees will not be pro-rated for partial year membership. The cut-off date for adding new members for the fiscal year will be June 15th. The Executive Committee reserves the right to add new members after that date if a new vendor has a product not presently sold at the market by other members. The addition of a new member after the June 15th cutoff date must be approved by at least 2 members of the Executive Committee.
 - d. There is no cut-off of the maximum number of members as long as there is space available.

- 3) Application Procedure:
 - a. Each member must fill out a new application form annually.
 - b. Applications shall include full name(s), address, and contact information.
 - c. Applications shall include primary and secondary products.

- 4) Annual dues
 - a. \$65.00 per year for regular membership, which allows selling on any or all approved sale days and locations and one vote in the market meetings.

 - b. \$35.00 per year for Wednesday only membership (Memorial Day thru Labor Day,) which allows selling on any Wednesday and one vote in the market meetings.

- 5) Booth spaces will be determined by continuous membership seniority. These spaces are to be assigned by the Executive Committee. Previous year space holder has 1st option of the same space for the current year. Deadline April 1st. If the previous year space holder declines reserved space, the space will be available based upon continuous membership seniority. Booth holders must notify the market President or Vice president if they cannot be there by 7:30am or they will lose their space that day. The space will be reassigned on a first come, first serve basis.

- 6) The membership fee covers all members of a household unit/family/farm. All household members may attend meetings and take part in discussions. Only one vote is allowed per membership/family/farm. Only one person per membership may serve on the Executive committee at any one time. All members are expected to take a turn serving on the Executive Committee or other committees.

- 7) The days and hours of operation are Saturdays 8:00 a.m. until 12:00 p.m. each Saturday of the season (late April through October.) Members should be at the market 30 minutes prior in order to set up by 8:00 a.m. Selling is permitted to early shoppers. Wednesday market hours of operation are 3:00 p.m. until 6:00 p.m. (Memorial Day through Labor Day.)

8) Value-added produce/products must comply with regulations of House Bill 391, & Health Dept. regulations; eggs, meats, and honey must follow State/Local requirements for these products. Any regulations that pertain to a specific product, is the responsibility of the grower/producer. In order to provide diversity within the market, resale items will be allowed with exceptions as listed.

9) Resale exceptions are as follows:

- a. If an item in demand is currently not available for sale at our market, but is in season in the area. Members may resell this item. Anything resold, must be labeled as to where it came from and must come from Shelby or adjacent counties.
- b. If demand for an item exceeds what a current member is able to produce, a special waiver may be issued, for the resale of that item with the purpose of providing adequate volume; it must come from defined areas. The Executive committee will make this decision.
- c. No grower/producer shall use any motor vehicle or trailer larger (unless parked away from the Farmers Market building) than a standard-size Econoline type van or standard pick-up truck. Vehicle must be clean.
- d. Items for sale will be limited to fresh fruits, flowers, vegetables, bedding plants, potted plants, herbs, crafts (not from kits), honey, eggs, meats, and valued added products as allowed by HB 391. Absolutely no flea market items will be allowed. Produce sold by exact weight must be weighed on "trade legal" scales. No bathroom or fishing scales.
- e. Sellers must keep their area clean, furnish sacks for customers; be responsible for all applicable taxes and fees; set own prices, with no price fixing, undercutting, no "late market" discounts.

10) Appearance and Conduct:

All vendors at the market are expected to conduct themselves with courtesy. There will be no arguments, harassment, name-calling, profane language or fighting.

- a. Vendors will be neat, suitably dressed, and deal with the public in a courteous and appropriate manner.
- b. All vendors will display their products neatly and attractively, with consideration for the other vendors and the general public.
- c. All vendors are to prominently post their farm/business name.
- d. Vendors are to prominently post prices of their produce/product.
- e. Vendors are responsible for their own stalls and will keep and leave their site clean.
- f. Sampling will be permitted as long as they are in accordance to the rules of the state and local health departments.
- g. There is to be no posting of advertising of political, religious or commercial products not related to The Shelby County Farmers' Market statement of purpose on page 1.
- h. Grievances from members will be given to the senior officer present and the grievances to be discussed by the Executive Committee at their next meeting. All violations of these rules are grounds for revocation of membership by the Executive Committee.

11) Meetings:

The membership meetings will be held prior to the season and at the end of the season. Additional meetings will be held on an as needed basis determined by the board of directors.

- a. Notification of general membership meetings will be given no less than 7 days prior.
- b. At general meetings, a passing vote shall be by the majority of the members in attendance.
- c. Quorum. A majority of the Executive Committee will constitute a quorum at any meeting of the Board, provided two officers are present.