

Court House Farmers Market Vendor Rules and Guidelines

Board of Directors: Josh Peplowski (Greenbrier County Extension Agent), Brian Wickline (Monroe County Extension Agent), Tammy Tincher (Greenbrier County Commissioner), Valerie Pritt (Greenbrier County Convention & Visitors Bureau Marketing Director), Pat Izzo (Master Gardener)

Hours of Operation: The 2020 Market will operate every Saturday from 8:00 a.m. until 12:00 p.m. beginning at a TBD time and go through the last Saturday in October.

Market Manager: Mary Surbaugh

DEFINITIONS

Market:The Court House Farmers Market (the “Market”) is a public market where vendors sell their farm products directly to consumers in the parking lot of the Greenbrier County Courthouse. The Market is governed by a Board of Directors.

Good Standing:A vendor is in “good-standing” when all sales data has been submitted appropriately, fees and commissions paid, and the vendor is not currently under market suspension.

Local:Within a fifty (50) air-mile radius of Lewisburg, West Virginia.

Producer Only:All products of a “whole food nature” (ex. fruits, vegetables, eggs, meat, honey, jams, jelly, and syrups) sold must be grown or produced by the vendor. Processed products including prepared foods such as breads, pastries, pies, or other value added products must feature agricultural products produced within the local area.

Vendor: the actual producing individual or business entity, an immediate family member of the producer, or the farm operator listed as the “vendor” on the Court House Farmers Market Application. Product sales at the market may be conducted by representatives of the vendor.

VENDOR APPLICATION PROCEDURES AND REQUIREMENTS

The Application

Completed vendor applications with all required documentation and fees are to be submitted by May 15th. Applications received after that date will carry a late fee penalty and the vendors application may be denied if it is determined that the product demand for items being offered by said vendor is already being met by vendors currently approved at that time by the market committee.

The application form includes: primary contact information for the vendor; vendor business name and details; vendor licensure information; business/farm location information: market participation and attendance information; market setup and space needs; and applicant signature line to certify that the vendor has read and agrees to abide by the Court House Farmers Market Rules and Guidelines.

Application Fees

Each application must be accompanied by all fees for the application year. If a vendor has an outstanding debt owed to the Court House Farmers Market, the debt must be paid in full and any other outstanding issues resolved before submitting another application for future vending. If an approved vendor requests to withdraw from the Court House Farmers Market the vendor must do so by June 1st. The vendor will be eligible for a refund of the application fee if they have not attended any markets for the current year. The vendor will be charged a \$25.00 processing fee for the refunded check.

Product Plan

Each vendor must submit a detailed product plan with their application packet. The product plan must list all produce and other types of products that will be sold at the market. The product plan must be comprehensive. Vendors are encouraged to include supplemental information for new types of products or products that would likely not be expected to meet the product eligibility rules.

Application Review and Approval

Completed applications will proceed to review by the Board of Directors. The later review includes assessing producer eligibility, product eligibility, space availability, existing supply of the proposed products, and other factors. As a part of this review all new vendors will have an onsite verification visit. Returning vendors may also have a mandatory onsite verification visit, at the discretion of the Board of Directors. At any point during the review process, a vendor may be requested to submit additional information or clarify issues identified in their application.

Upon completion of the review steps, the Board of Directors will vote to approve or reject the vendor application. Generally, applications are approved as requested. However, the Board of Directors may not approve all products or extra market spaces requested.

Vendors will be notified as soon as an approval decision is made. Applications for new vendors are generally reviewed last. Late applicants may or may not be considered pending space availability and other market factors.

Selection Criteria: Vendors and Products

The Court House Farmers Market is committed to creating a diverse marketplace with the highest quality, locally produced products available. All vendors and products must meet the eligibility requirements described above. However, from time to time, a noncompliant vendor and/or product may be approved by the Board of Directors. Numerous factors considered in the review and selection process include, but are not limited to:

- Farmer eligibility: priority is given to regional farmers and producers who bring products to market that are 100% grown and harvested on farms they own and/or operate.
- Product eligibility: priority is given to products produced or made by the farmer (or a co-packer working for the farmer) from raw ingredients, a majority of which are grown and produced by the farmer.
- Full-time versus part-time vendors: vendors who will attend most of the markets are given priority.
- Nature of products to be sold (e.g., product demand, uniqueness, availability throughout the season)
- Processed food and products ingredient sourcing: potential sources in order of highest to lowest priority are: 1) grown by producer; 2) sourced from a Court House Farmers Market vendor, 3) sourced locally from a non-Court House Farmers Market farmer/producer.

- Availability of the product at the market (e.g., products not currently available, number of vendors selling the same or similar products)
- Product balance for the market (goal is approximately 85% unprocessed farm products and 15% processed food and farm products.
- Ability of a vendor to provide sufficient product to stay stocked until the end of the market
- Returning versus new vendors: although returning vendors have priority, no vendor will have guaranteed return rights to the Court House Farmers Market from season to season.

Exclusivity

The Court House Farmers Market does not offer exclusive rights to any vendor to sell any specific product. Market customers generally benefit from having a choice. However, if the Board of Directors believe the number of vendors offering the same or similar products is reasonably meeting consumer demand and after taking into account various market factors, it is believed that additional vendors of the specific product would not significantly benefit the market, the selling of duplicate products by a new or returning vendor may not be approved.

Applicant Exceptions

From time to time the Court House Farmers Market Board of Directors may make exceptions to the eligibility, application submission dates, and/or other vendor selection rules for the purposes of increasing the potential success of the market, and responding to other market needs. Furthermore, the Court House Farmers Market is not required to apply or prioritize specific selection criteria for every vendor application. **The Court House Farmers Market reserves unconditional discretion to accept or reject any market vendor application.**

Application Disclaimer

No applicant has an a priori right or expectation of acceptance as a Court House Farmers Market vendor regardless of an applicant's apparent compliance with eligibility rules. Potential acceptance or intent to accept vendors cannot be conveyed by the Market Manager, employees/contractors, other Court House Farmers Market vendors, or other individuals affiliated with the Court House Farmers Market. Only the Board of Directors has the authority to approve vendor applicants. The Court House Farmers Market strives to treat all vendor application materials in a confidential manner and restrict information access specifically to individuals involved in the review and approval process (i.e., Board of Directors and Market Manager). However, vendor applicants are not guaranteed any privacy, confidentiality, or business/trade secret protections for the materials supplied in their application packet, learned from farm/business verification visits, or other communications in any form during or after the application process.

PRODUCER-ONLY REQUIREMENTS

The Court House Farmers Market supports local agriculture through providing venues for direct marketing of products grown or produced with locally grown agricultural foods and educating farmers/producers and consumers about the benefits of building sustainable "local" food markets. The Court House Farmers Market is a "Producer-Only" market requiring that all products of a "whole food nature" (ex. fruits, vegetables, eggs, meat, honey, jams, jelly, and syrups) sold must be grown or produced by the vendor within a 50-air mile radius of Lewisburg, West Virginia. Processed products including prepared foods or other value added products must feature agricultural products produced within the local area as described in the product guidelines. **The resale of agricultural products by whole food vendors at the Court House Farmers Market is expressly prohibited. Resale of products, including from neighboring farms, may be cause for immediate expulsion from the Court House Farmers Market and termination of vendor membership.**

A producer vendor may be a sole proprietorship, partnership, or a private, closely held corporation. Herein the applicant is defined as the "Vendor" where the vendor may be the actual producing individual or business entity, an immediate family member of the producer, or the farm operator.

Youth Vendor Status

In order for a vendor to qualify for status as a youth vendor and be eligible for free or reduced vendor fee pricing the individual must fall under the following guidelines:

- The vendor is 18 years of age or younger and still enrolled in school
- The vendor is enrolled in a 4-H or FFA program and they are currently using their farming enterprise as a 4-H project or Supervised Agriculture Experience (SAE).
- The vendor must have the signature of Extension Agent or FFA Advisor acknowledging this enterprise.

Each qualified youth vendor will be given a onetime waiver of their vending fee for their first year, first space at The Court House Farmers Market. Youth vendors will be required to pay a \$40.00 space fee for any additional spaces they wish to have.

Vendor Exclusions

The following vendor categories are excluded from the Court House Farmers Market:

- Farm marketing cooperatives and/or corporations
- Other corporations or farm operator arrangements where the corporate entity is detached from the local farm operations
- Food concessions not meeting the producer-only criteria
- Value-added products not meeting the producer-only requirements (e.g., products prepared in a processing facility from ingredients purchased by the vendor)

Businesses operating commercial storefronts are not excluded from vendor membership however; the businesses must meet the producer-only criteria and may only sell processed items that feature local agricultural products.

MARKET OPERATIONS

Market Management

During market operating hours the onsite Market Manager is responsible for administering and enforcing all market rules and guidelines. In so doing, the market manager directs and oversees vendor space assignments, overall market setup, opening and closing of the market, market data collection and information distribution, market sponsored educational and entertainment activities, public safety, market cleanup, and other duties required to successfully and safely operate the Market. The Market Manager has the final authority to fairly and expeditiously resolve issues arising at the market including, but not limited to, refusing admission of vendors who arrive after market opening; requesting immediate removal of products not in compliance with market rules; and/or ejecting vendors not in regulatory compliance or not operating in a safe manner.

No sales are allowed before the opening time. Orders may be taken prior to market day, but shall not be filled until after market opening time.

At the market closing time vendors shall begin packing up their stands, but may continue to sell as they load.

Leaving the Market before Closing

Any vendor who sells out of product and wishes to leave the market must do so no later than 10:00am. Any vendor who is present past that time period will have to stay until the closing at 12:00pm. Those vendors who violate this rule will be given a warning and future violations could result in loss of rights to vend. Those vendors who know they will leave prior to 10:00am on a regular basis will be given a vending location where they will be able to leave the market in a safe manner without disruption of the market. This will be coordinated with the market manager.

Market Setup

Vendors may arrive up to 1 hour prior to the opening of the market to setup. Upon arrival at the market site vendors must check in with the Market Manager to be directed to the vendor's assigned market space. All set-up activities must be completed prior to the opening of the market. Pending the vagaries of market logistics and specific vendor space assignments, vendors may not be able to park vehicles near their sales stand during the market. Ample set up times should be allowed to move vehicles safely before opening of the market. **To prevent disruptive or unsafe market behavior, vendors must be at their stands prepared to sell when the market opens.** Vendors shall restore space to its original condition and vacate the space by 1:00 p.m.

Late Arrival

Vendors who arrive after the start of the market are deemed to be "late" and must see the Market Manager immediately upon arrival. At the Market Manager's discretion latecomers may be denied admission to the market. Late arriving vendors will be admitted only if space is available and their setup will result in little or no potential for market disruption and/or customer safety issues. Late arriving vendors will be subject to warning and penalties.

Missing a Market Day

In order to maintain a market that meets consumer demand, vendors who know they will be absent from a Saturday market must notify the market manager no later than 72 hours prior to the Saturday market. Upon notification vendors who are on the wait list will be given opportunity to vend in that place for that day. If you miss a market you will not lose your spot, it will be yours upon your return as long as notice is provided. It is our goal to maintain a market full of product that keeps consumers happy. If vendors miss markets and fail to notify the market manager it could result in loss of your vending spot and vending rights for the season.

MARKET SIGNAGE

Required Signage

- Vendors will display a sign identifying the name and location of their farm or business.
- Vendors must have signs, boards, tags, or labels listing prices of every item for sale.
- Vendors listing "organic" produce, or calling their produce "organic," must display a sign giving their organic grower's certification and their certifier's organization, unless exempt from certification. Proof of exemption from organic certification should be available for the Market Manager's inspection if so requested.
- Vendors should clearly separate and label organic and non-organic produce in the same display.
- **All signage must be posted before the market opens.**

Other Allowed Signage and Informational Products

Vendors may display signs, posters, photos, informational brochures, business cards, copies of newspaper articles, and other items intended to provide information of a general nature about the vendor such as a farm history, vendor biography, description of farming practices, awards received, and market-relevant events, such as a vendor open house or customer appreciation day.

Disallowed Signage and Information Products

The Court House Farmers Market vendors shall not display or distribute sales flyers or other promotional materials that relates to vendor's affiliation with any other market or grower cooperative other than the Court House Farmers Market. Signage that promotes or insinuates product is grown in a specific way to separate it from other growers. Examples: stating that the product is grown using "all natural" or "grown using organic practices". A grower must have written certification from the certifying agency in order to state such claims.

If a vender has any questions about specific signage or information products, they should consult with the Market Manager prior to posting or distributing the material. Selected items promoting public events unrelated to the Court House Farmers Market may be displayed at the Market Manager's booth at the Manager's discretion. Vendors are welcome to suggest or provide to the Market Manager informational products or event announcements that may be suitable for distribution at the Court House Farmers Market.

Maintenance and Appearance

Tables and other fixtures should be in good repair. All produce must be kept off the ground. Market products should be of a high quality. If vendors sell blemished, misshapen, or other lower quality items, the items should be marked as seconds and adjust the price accordingly. Moldy, rotting, and/or insect infested products are not allowed. Products that do not meet this quality criterion may be removed at the Market Manager's discretion. Farmers/growers and producers who fail to comply with this requirement are subject to suspension or termination from the market.

Market Food Samples

Food samples must be prepared in a safe and sanitary manner, according to the state and county health codes. The vendor must provide trash receptacles for the disposal of any sampling materials such as cups, utensils, napkins, or toothpicks.

Public Safety

Vendors must set up their market stands to minimize public safety hazards from customers, vendors, and other individuals at the markets. Product placement and stand set up should not present falling or collapse hazards. Shade structures, canopies, and umbrellas must be safely and sufficiently secured from set up to take down to prevent damages to property or injury to customers or vendors from falling, collapsing, or being blown by the wind. Tripping hazards in and around stand must be eliminated.

Licenses, Permits, Certificate, and Insurance

Vendors are responsible for compliance with all city, county, state and federal regulations, license, permit, and certifications to sell products at the market. Copies of all licenses, permits, and certifications and proof of insurance shall be in the vendor's possession at each market. If required by regulation or market rules, these items must be publicly displayed at the vendor's market stand.

Space Fees

Market spaces are approximately equal to one parking space (e.g., ~10'x15') for the market. Through the general market application process one or two spaces may be reserved by a vendor pending space availability. The number of vendors granted multiple-space usage is limited by space availability and maintaining a balance of small-, moderate-, and large-sized vendors. Payment of space fees does not guarantee specific spaces or the same space(s) from week to week.

Product Guidelines

All products sold must comply with the West Virginia Department of Agriculture and Health regulations, federal regulations, and other applicable governmental requirements. See the West Virginia Health and Human Resources "Farmers Market Vendor Guide" for product requirements and prohibited products. West Virginia and Federal Government regulations supersede any guidelines that may be included in the rules but that have not been updated to comply with current regulations.

All items sold by vendors must comply with the regulatory labeling requirements. Vendors must provide sample labels for any product requiring labeling upon request by the Board of Directors and/or Market Manager during the application review process or during the market season. Vendors who use an off-farm processing facility must provide as a part of their annual application the contact information (name, address, phone number) for each processed product. The processing facility does not need to be within the local market area. Vendors who purchase ingredients for value-added products must purchase ingredients from local farmers as addressed below. Vendors purchasing local ingredients must include contact information for the source of their ingredients with their annual application. Upon request, the vendor must provide the Board of Directors and/or Market Manager invoices for the purchased ingredients.

Unprocessed Farm Products

Unprocessed farm products include, but are not limited to fresh fruits, vegetables, herbs, flowers and plants, Christmas trees, meat and fish, eggs, nuts, grains, dried beans, seeds, honey, straw and hay. Any products not produced on the vendor's property (owned or leased) must be indicated on the application and source specified.

Processed Food and Farm Products

The product plan must list the processor and include source specifics for major ingredients or product components for processed food and farm products such as fresh baked goods, jams, jellies, sauces, salsas, canned vegetables and/or fruits, cider, fresh and/or canned fruit and/or vegetable juices, maple syrup, dairy products, soaps, candles and body care products, woodcrafts, wools and pelts/fleeces, compost or other agricultural products.

Addition of New Products

If during the market year a vendor wishes to add a product to their product plan, they must submit a written request to the Market Manager. The Market Manager and/or the Board of Directors will review the request. The vendor may only sell the new product if they receive written approval from the Market Manager and/or Board of Directors. Vendors should expect the supplementary product approval process to take two to four or more weeks pending the issues involved.

Product Samples and Labels

Product samples and/or sample labels must be furnished upon request as a part of the application process. Additionally, the Court House Farmers Market Board of Directors and/or Market Manager reserves the right to request product samples or sample product labels at any time during the market season for compliance and/or quality review.

Specific Product Requirements:

Baked Goods

Fresh baked goods, including breads, tortillas, pastries, pies, tarts, and granola, must be made from scratch. Use of commercial mixes, crust, or flavored fillings is not allowed. Baked goods sold at The Court House Market should highlight regional produce and seasonal ingredients. Although “local” ingredients are encouraged in all products sold, at least 25% of the baked-good categories for sale must have more than trace quantities of local agricultural ingredients (i.e., water does not count). “Local” ingredients such as eggs, fruit, herbs, vegetables, or meat used in the baked goods must be grown by the producer or purchased from a “local” grower.

Example 1: If a vendor’s only baked goods are 4 varieties of muffins, 1 of the varieties must use local ingredients. That is, if blueberry muffins are the qualifying product, the blueberries and/or eggs must be “local” for the muffins to be an allowable item. Note, the 25% criterion is based on the number of product categories, not the number of items within or across categories (i.e., the vendor could sell 40 muffins in all, but criterion does not require that 10 muffins be blueberry).

Example 2: If a vendor sells 2 varieties of bread, blueberry muffins, and cinnamon rolls, at least one of the types of bread, or the blueberry muffins, or the cinnamon rolls must use local ingredients.

Cheese, butter, yogurt, and frozen dairy products

Cheeses or other milk-related value-added products must be from milk produced on the producer-vendor’s farm (farmstead products) or purchased from “local” dairy farms (artisanal products). All dairy products must be pasteurized and comply with state and county health codes.

Cider

Cider must be produced from the producer-vendor’s own orchard or a leased orchard, but may be processed at an off-farm facility.

Condiments

Condiments such as mustard, relish, or ketchup must be made by the producer-vendor with their own produce or ingredients purchased from other local farmers. Processing must comply with local and state health codes. Condiments must be processed by a licensed processing facility.

Eggs

Eggs must be from the producer-vendor’s own poultry.

Farm-related merchandise

On a case-by-case basis, vendors may sell farm-related merchandise (e.g., vendor oriented products such as farm bags or note cards with farm scenes). The merchandise should use “locally derived ingredients” to the extent possible (e.g., handmade paper from the vendor produced fibers) or be made by the vendor.

Flavored oils and vinegars

Flavored oils and vinegars must be prepared by the producer-vendor and include flavoring agents produced by the vendor. Base oils and vinegars may be purchased, but the products must be clearly labeled as to the origin of the non-vendor ingredients and the vendor’s annual application must identify the purchased ingredients.

Floral materials, cut flowers, and Christmas trees

Flowers and other floral plant materials must be grown on the grower’s own farm or greenhouse. Flower and herb bouquets or wreaths, if approved for sale, may have limited non-vegetal decorative accents (e.g., ribbon), but no artificial foliage, fruit, or vegetables may be used. Christmas trees must be grown from seedling to maturity by the producer-vendor.

Flowers, plants, and trees

Live potted flowers, plants, bedding plants, and trees must be from the producer vendor’s own farm or greenhouse. Producers must start bedding, potted plants or trees, and flowers either from seed, cell pack, bulbs, cutting, or plugs, or from bare root or dormant stock (e.g., azaleas, hydrangeas, and roses). The plants must be well established in its current container, by the seller. No resale of pre-finished plants is allowed.

Grains, grain products, and nuts

Grains must be grown by the producer-vendor. Grain products may have producer grown grains or purchased grains from local farmers or mills. When specific grains are not available in the region, out of region grains may be purchased, but must be minimized to the extent possible. Ingredients for mixes, cereals, meal, or flour prepared by the producer-vendor must feature local farm ingredients such as dried fruits and nuts as well as locally grown and ground grains. Nuts sold by producer-vendors must be harvested from their own or leased orchards/trees. Nuts may be processed by off-farm facilities.

Honey

Honey must be from the producer-vendor’s own hives but may be processed off-farm.

Hemp

Hemp products are allowed by producers who have been given authority by the State of West Virginia to produce hemp or products thereof. The producer must submit a copy of all their licenses and maintain a copy of those while vending at The Court House Market. All cannabinoid compounds sold within products must be derived 100% from product produced by the producer on their farm.

Jams, preserves, fruit butters, syrups, purees, pesto, salsa and other related value-added products

Value-added products such as jams, apple butter, maple syrups, and fruit or vegetable salsas or pesto must be freshly made from scratch by the vendor (not using store bought mixes), using seasonal ingredients from their farm or another “local” farm. Processing must comply with local and state health codes. Sauces, salsas, canned vegetables and fruits must be processed by a licensed processing facility.

Meat

All meats must come from producer-vendors. Meat must be processed as required by regulations at a federal or state inspected facility as pertains to the producer's circumstances. Meat processors, per se, who do not grow their own livestock, are not allowed as vendors.

Beef

Beef must be raised by the producer-vendor and have been located on producer-vendor's farm from within two weeks of "weaning" from mother or no older than 7 months and were born and lived their lives in the prescribed "local" market area.

Fish and shellfish

Fish and shellfish raised by the vendor may be sold, provided that they are processed and sold according to state and county health guidelines. No wild caught fish may be sold.

Lamb and goat

Lamb/Goat must be raised by the producer-vendor and have been located on producer-vendor's farm from birth.

Pork

Pork must be raised by the producer-vendor and have been located on producer-vendor's farm from within two weeks of "weaning" from mother and were born and lived their lives in the prescribed "local" market area.

Poultry and rabbits

Chickens, turkeys, ducks, and other fowl must be raised by the producer-vendor and located on producer-vendor's farm from "day old chicks" or less than one week old. Rabbits must be raised by the producer-vendor and located on producer-vendor's farm from birth. Poultry and rabbits may be processed by the producer vendor, to the extent allowed by federal and/or state regulations, or by commercial, inspected processors.

Pasta

Eggs for pasta must be from the producer-vendor's own poultry or purchased from local farmers. Similarly, flavorings, and fillings must be grown by the vendor or purchased from a local farm. Preference is given to vendors selling pasta who also use local grains or potatoes.

Soaps, body care products, and candles

Soaps, body care products, and candles must be handcrafted by using seasonal ingredients from the producer-vendor's farm or another "local" farm. Any herbs, milk, honey, or other natural products included in the products should be grown by the producer-vendor or purchased directly from another "local" producer. Candles and soaps should be naturally-based from a product grown in the "local" area (milk, honey, etc., NOT soy or other product of unknown origin).

Straw, hay, compost, and custom potting mix

Straw, hay, compost, custom potting mix, manure, and other related agricultural products must be produced by the producer-vendor from material grown by the producer-vendor or processed by the vendor from material acquired from local farms. All products must be compliant with state and federal regulations including any applicable labeling and packaging requirements.

Vegetables, fruits, herbs, and mushrooms

Vegetables, fruits, herbs, and mushrooms must be grown by the producer-vendor. Canned, dried, or otherwise processed items also must be grown by the farmer, but must be processed by an off-farm processing facility when required by regulatory requirements.

Vegetables, fruits, herbs, and mushrooms when used as ingredients in vendor-produced products shall be from the producer themselves or another local producer.

Wood and bamboo

Wood and bamboo must be grown and harvested by the producer-vendor. Firewood must be cut/split by the vendor, however lumber may be sawn and processed by a mill.

Woodcrafts

Woodcrafts (including birdhouses, arbors, planters, or other garden accessories) must be handcrafted by the vendor from wood grown on her/his farm or that of another "local" producer (preferably from trees native to the region).

Wool, yarns and pelts

Wools and pelts/fleeces must be from the farmer's own animals. No more than 25% of non-"local" fibers may be added to the yarn during spinning. Carding, cleaning, and processing of pelts may be done at an off-farm facility.

Other farm-related products

Products not listed elsewhere in this section must comply with the same or similar constraints as imposed for all vendor grown or processed products. These products will be considered on a case-by-case basis during the application review.

Other Market Rules:

1. Vendors, their agents and employees shall conduct themselves in a courteous and respectful manner and shall avoid loud or vulgar language, and may not engage in argumentative or abusive behavior. Attracting attention by hawking or calling out is prohibited.
2. Vendors shall not consume, possess or sell any alcohol or controlled substance at the Market, and shall not be under the influence of alcohol or a controlled substance while at the Market.
3. Vendors shall comply with all applicable laws.
4. All scales must bear a current WV Division of Labor seal.
5. Goods may be sold directly from trucks. Vendors must furnish their own tables, chairs, refrigeration, display equipment and tents or other shelter.
6. Vendors are responsible for transporting and displaying food with adequate protection against contamination. All trucks, equipment and supplies are to be kept clean at all times.
7. Vendors are responsible for and shall remove all waste, garbage or refuse from their space after the Market closes.
8. Vendors shall not bring any pets or animals to the Market.
9. Vendors shall operate vehicles and all other equipment in a safe manner.
10. The Market nor the Greenbrier County Commission shall be held responsible for any theft or damage to property or equipment at the Market.
11. Space rental: Each space rents for \$80.00 for the season or \$15.00 per day for the first six days, and shall be no charge for additional days.
12. These rules are subject to amendment by the Court House Farmers Market Board of Directors at any time.

I have read, understand and agree to comply with the Court House Farmers Market Rules:

Printed Name: _____ **Business Name:** _____

Signature: _____ **Date:** _____

Address: _____ **City:** _____ **Zip:** _____