

FREEVILLE FARMERS' MARKET (FFM) VENDOR RULES 2021

MISSION

Our mission is to increase access to healthy food in and around Freeville, NY and promote local food producers, farmers, and artisans by providing a friendly market atmosphere to share local products with our community.

The FFM is volunteer-run by a subset of FFM vendors ("market organizers"). Tasks related to the organizational and infrastructural needs of the market are shared by this subgroup.

2021 MARKET SEASON

May – September

Sunday 12 – 2 pm

Freeville Elementary School

43 Main Street, Freeville, NY 13068

MUST BE LOCAL

Producers must be located within a 30-mile radius of the Village of Freeville, NY, as determined by Google Maps.

CHILDREN VENDORS Children under the age of **18** are welcome but must be accompanied by an adult at all times.

SOURCE OF PRODUCTS

- All agricultural products offered for sale must be grown on land or in production facilities owned/operated by the vendor. (NY Ag Guidelines)
- All artisan, craft, and food products offered for sale must be created or produced by the vendor. (Artisan/Food Guidelines)
- Reselling is not permitted at the Freeville Farmers Market.

LABELING, CERTIFICATES, LICENSES, PERMITS

Vendors are required to have all necessary labeling, certificates, licenses/permits per NY Ag and Markets Guidelines. Licenses and certificates must be displayed as required by law. (<https://agriculture.ny.gov/>) *** **For Licensing Requirements, see below** ***

IMPORTANT NOTICE: NO PUBLIC RESTROOM AVAILABLE FOR CUSTOMERS OR VENDORS

WEATHER

The FFM operates rain or shine. In the case of severe weather the market may cancel. Please be sure to provide the FFM with current and accurate contact information.

ATTENDANCE

Vendors are expected to make a reasonable commitment to the market and should plan to attend if you have available product to sell.

SET UP + TEAR DOWN

Vendors must be ready to sell at 12 pm and stay until the end of the market, unless you sell out of product.

SPACE ASSIGNMENT

Each vendor can occupy a 12'x12' area and should have a table, a tent, a sign identifying their farm or business, and prices clearly displayed. Set your tent 3' back from the sidewalk. Keep a 3' space between vendors.

TABLES + DISPLAYS

- Vendors are required to bring their own market tent, tables, racks, and chairs.
- Displays should not pose a hazard to customers.
- Vendors must post a sign clearly showing their name and location. Goods and their prices must be clearly marked for customers to see.

LITTER / CLEAN UP

- Vendors are required to keep their space neat and clear of obstacles and take their trash with them at the end of the market.
- Vendors must not dump anything other than clean water on the site. (No wash water, greasy water, or food.)

INSURANCE

We recommend that all vendors carry their own liability insurance.

Participation in the Farmers Market Nutrition Program

<https://health.ny.gov/prevention/nutrition/fmnp/>

The Freeville Farmers' Market participates in the Farmers' Market Nutrition Program (FMNP). Vendors must apply and be accepted into program to accept FMNP and SFMNP vouchers at market. Vendors enrolled in the FMNP program can accept FMNP checks/vouchers from **June 1 – November 30**.

Only FMNP participants can accept these checks and must follow the FMNP/SFMNP rules.

PROHIBITED

- **No soliciting or campaigning** by political, religious, or other special interest groups is permitted at the FFM. Non-profit organizations may not solicit or accept donations.
- **No dogs** - Vendors may not bring their dogs to the market
- **No smoking** - Smoking is not permitted anywhere on the grounds, per Tompkins County ordinance.

VENDOR CONDUCT All vendors are expected to treat fellow vendors and customers in a courteous manner at all times.

DIVERSITY STATEMENT AND NON-DISCRIMINATION POLICY: The FFM welcomes and encourages involvement from folks from all backgrounds, race, age, sex, socio-economic status, political beliefs, religious viewpoints, gender identities, sexual orientation or disability. Discrimination of any kind by vendors or customers will not be tolerated and offenders will be asked to leave the market.

DISCIPLINARY POLICY

- 1) When the FFM market organizers determine that a market policy has been violated, the vendor is given a verbal warning and the policy is explained to them. The vendor is required to correct the action before attending the market again.
- 2) After the second violation, the FFM will ask the vendor to leave the market permanently.

NON-PROFIT ORGANIZATIONS Legitimate non-profit organizations may, when space allows, use a market space **once**, during the season to distribute information, educate the public, and if desired, obtain signatures on petitions. They must contact the FFM prior to coming to the market to get approval. **They may not be aggressive, sell anything, solicit donations, accept donations, and/or advertise their presence at market without approval.**

NO SOLICITATION: No soliciting by political, religious, or other special cause groups or individuals is permitted at the market at any time.

*** Licensing Requirements

Farmers who sell whole, unprocessed farm products do not need a license to sell such items. But once you begin slicing, drying, pickling, or any other form of processing, you'll need a food processing license from our Department.

- Read about the **20C Food Processors License** and some of our other [kinds of licenses](https://agriculture.ny.gov/food-business-licensing). (<https://agriculture.ny.gov/food-business-licensing>)

- Some **baked goods and other food items** for commercial sale can be produced right in your home kitchen. Learn more about the [Home Processors Registration](https://agriculture.ny.gov/food-safety/home-processing). (<https://agriculture.ny.gov/food-safety/home-processing>)

Nursery Grower and Greenhouse Licensing

All New York State nursery growers and greenhouses need to be registered, certified, and inspected. [Learn what you need to do to keep your business up-to-date](https://agriculture.ny.gov/plant-industry/licensing-and-plant-inspections). (<https://agriculture.ny.gov/plant-industry/licensing-and-plant-inspections>)

Chickens, Poultry, and Other Meats

Cornell put together a good overview of what's required for [chickens and poultry](#) and [other meats](#) and what activities might be exempt from licensing.

Fish & Seafood

The New York State Department of Environmental Conservation oversees [licensing for commercial fishing](#). If you begin to process fish in any way, you'll need a 20C license from us as well.