

# ASU Regional Farmers' Market

## Rules & Regulations

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- Market Season: May - October, Saturdays 7:00a.m.-1:00p.m.; June - August, Tuesdays 12:00 p.m.-5:30 p.m. (Market may close early if all products are sold out – Tuesday may be shortened due to lack of product).
- Application must be filled out each year with current contact information.
- Must contact Market Manager at (870) 919-1040 by 6:30 a.m. on Saturdays, 11:30 a.m. on Tuesday if going to be late or spot will be given to next person for the day.
- Must contact Market Manager if not attending the market.
- Booths 10x10 – fee: 10% of gross sales up to \$200 (most paid is \$20/day) Reserved spaces under the pavilion will be \$25 flat fee on Saturdays.
- Tables, displays must be provided by vendor.
- Vendor is responsible for cleaning his/her booth & **hauling off own trash.**
- Taxes/Department of Health regulations – vendor's responsibility.
- Must have a sign indicating location where all products/produce are from or grown. The sign shall include name of vendor/farm and city/community.
- Prices must be displayed for buyers to see.
- Vendors choosing to sell produce MUST be a grower. *Employees of grower allowed to sell. If vendor sells their own produce and is an employee of another grower, then a separate sign indicating where produce is from must be displayed in the same booth.*
- 100% produce must be grown by the vendor – **NO resale.** The term Grown shall consist of the following: the planting, maintaining (weeding, watering, spraying, etc), harvesting, and cleaning of "all" produce sold in his/her booth.
- All produce MUST be grown within 100 mile radius of Jonesboro or within the state of Arkansas.
- Produce vendors MUST own or rent/lease land (Rented/Leased -- must have written proof of ownership of the garden by land owner).
- Produce can be sold by weight ONLY if a certified scale is used to determine weight.
- Produce/products must be sold by the piece, box, basket, bunch, dozen, or bushel.
- All produce/products must be cleaned, wholesome, and reasonably priced.

- All produce/baked goods must be elevated to 18 inches above ground.
- Baked goods must have a label containing: name of business/vendor, address of business/vendor, ingredients, and words “This product is home-produced” in 10pt. type. It must **NOT** make any nutritional claims.
- Items allowed without permit: Bakery items, brownies (containing legal ingredients), cakes (without cream icing), cookies, jam, jellies, maple syrup, sorghum, fruit butter, honey, farm fresh eggs (must be refrigerated & in unmarked container), frozen meats (commercially inspected, passed, labeled USDA; kept frozen in freezer units until sold; held, stored, transported in clean sanitary environment; labeled USDA, name of product, net weight, USDA safe handling instructions).
- Items requiring a Department of Health permit: cheesecake, cream cheese based frosting or filling; custard pies; cured meats; dried fruits, dried vegetables, dried herbs; dried meats; juices; meringue pies; milled grain, flour, meal; pickled vegetables; salad; shelled peas, nuts; smoked meats; sprouted beans, seeds, pickles, relish, salsa ***(These items are restricted by the Arkansas Health Dept. and may have more requirements in addition to the commercial kitchen. Some items may still not be allowed at the ASU Regional Farmers’ Market. Any item on this list should be discussed with market manager and Health Dept. officials)***
- Items **NOT** allowed at the market to sell: homemade cheeses, raw milk, wild harvested mushrooms, or live animals (Arkansas law).
- Crafts must be handmade and approved by the Market Manager.
- No re-sale arts & crafts permitted.
- Crafters must present pictures to Market Manager for approval before bringing to the market.
- New crafters and bakers may be placed on a waiting list.
- Vendors are NOT allowed to bring pets when working at the market.
- All permits must be approved by Market Manager.
- Market Manager will conduct farm inspections throughout season. **If vendor sells product/produce from more than one farm/garden then “all” areas shall be inspected to verify market compliance.**

**If a violation is found during inspection, the following action(s) will take place:**

1<sup>st</sup> offense – Verbal notice

2<sup>nd</sup> offense – Written notice: Suspension of 4 market days

3<sup>rd</sup> offense – Written notice: Suspension for remainder of market season



# ASU Regional Farmers' Market Vendor Application

www.asuregionalfarmersmarket.org

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Business/Farm Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Business/Farm Address: \_\_\_\_\_

Phone: \_\_\_\_\_ cell: \_\_\_\_\_

email: \_\_\_\_\_

List Produce/Products you will have available: \_\_\_\_\_

Vendor Directory (*contact information you allow us to share with public*): \_\_\_\_\_

Business or Farm Facebook page/Twitter: \_\_\_\_\_

I will be at market: (Circle all that apply)

Saturdays

Tuesdays

Just when I have product

**I have received, read, and agree to follow the rules and regulations of the ASU Regional Farmers' Market. I understand the fees and requirements of me as a vendor.**

Signature of Vendor: \_\_\_\_\_ Date: \_\_\_\_\_

**Submit to: Market Manager, email: jentuseth@gmail.com or mail: 3407 S. Caraway Rd, Ste. 7, Jonesboro, AR 72404. Crafters must attach photos of product(s).**