

# Prattville/Autauga Farmers Market

## RULES AND GUIDELINES

### 2023

#### INTRODUCTION

The Prattville/Autauga Farmers Market has the goal to provide fresh foods and products and direct marketing of farm products to the people of the local community and its surrounding areas. The following rules and guidelines are designed to make it as easy as possible for local producers to sell their products directly to the general public. The Market Advisory Committee manages the regular business operations of the market and welcomes your input. The Market Advisory Committee will conduct its day to day operations through a Market Manager designated by the committee. The Advisory Committee's meeting schedule may be obtained through the Market Manager. The Market Manager will be Barbara Simpson, phone 334-312-9849 or 334-595-0851.

#### LOCATION

The Prattville/Autauga Farmers Market will, at present, be located at 332 Doster Road, Prattville, Alabama 36067 (across from Gillepsie Senior Center).

#### THE SELLING SEASON

The Market will be open each Saturday for retail sales from 7am-12noon beginning June 3 and running through August 26, 2023. The market schedule may be extended depending on availability of seasonal produce.

#### PERMITS AND FEES

A growers' permit must be completed and a copy provided to the Market Manager before selling at the market. Permits are available at no charge from the County Extension Office. The purpose of the certificate is to ensure that the products sold originate with producer, his or her family, employees or partners. This allows the producer and the customer to be exempt from state and local taxes for goods sold. If you are selling products that do not allow you to be classified as a grower, ie. baked goods, you are required to have a business license from the City of Prattville, Autauga County, and the State of Alabama, and you are responsible for collecting and remitting related sales taxes. Any fees collected by the market are for the express purpose of promoting and operating the Farmers Market. This includes but is not limited to administrative expenses and advertising.

#### SPACE ASSIGNMENTS AND RESERVATION POLICIES

1. Vendors will be licensed to sell from only one vehicle and must occupy only one space as assigned by the Market Manager, unless an additional space has been approved and payment received. Maximum vehicle size is a 1-ton pickup truck or van unless prior arrangements have been made. Displays must be confined to the assigned space. If the vendor is using a trailer to display and sell goods, the towing vehicle may have to be disconnected and moved out of the area. If a vehicle or display is obstructing pedestrian traffic, or judged to be a safety hazard, it must be moved.
2. Farmers may reserve a vendor space for a fee of \$10 per day per season. **The Farmer/vendor must provide notification to the market manager of his/her participation each week by the previous Wednesday by 2PM.** The rental fee shall be paid to the manager each market day. Should a vendor fail to pay rental fee, they will not be permitted to return to the market the next market day.

3. The market manager designates the vending location for all producers with or without vehicles and if the market manager judges it necessary, may require a producer to relocate.

## REGULATIONS

1. **Only producers may sell at the market.** A producer is defined as the person that grows or makes the product and may also include the producer's immediate family, partners, employees, or local cooperatives upon prior review. A partnership, for the purpose of this document, is defined as two or more individuals engaged together in the joint production of agricultural products. Any complaints filed with the Market Manager concerning production regulations will be investigated by the Market Advisory Committee and/or a representative of the Department of Agriculture's Farmers Market Authority. Should a complaint be found valid, it may result in expulsion from the market for the remainder of the selling season, and no refund will be made for market fees paid to date.
2. Arts and crafts are not permitted for sale at the market unless they have received prior approval by the Market Advisory Committee. If there is any question whatsoever about whether an item may be sold at the market, a brief written proposal should be submitted to the Market Advisory Committee for review.
3. Producers may sell their own farm and kitchen products including (but not limited to): fruits, vegetables, eggs, cut flowers, plants, cheese, cider, jams, jellies, relishes, honey, home canned goods and baked goods. Vendors preparing food at home must provide a Cottage Industries Law certificate or proper paperwork showing that the kitchen where products are prepared is a government inspected kitchen. Many items are subject to Health Department regulations. It is the responsibility of the producer to abide by these regulations. Contact the Health Department for inspection and approval. No cooking is permitted within the market area without prior approval by the Market Advisory Committee. It is the responsibility of each producer to abide by all state and federal regulations which govern the production, harvest, preparation, preservation, labeling, or safety of products offered for sale at the market. Vendors are liable for their own products. The Advisory Committee, City of Prattville, Autauga County, and/or the Department of Agriculture/Farmers Market Authority shall not be held accountable for the products offered by vendors. Product and liability insurance is the responsibility of the producer.
4. At the beginning of each market day, vendors will check in with the Market Manager. Vendors must arrive at the market for set up by 6AM and be ready to do business when the market opens at 7AM. When running late, contact the Market Manager. Each seller is expected to stop selling at 12 noon and have all produce, baked goods, boxes, containers, etc, loaded for removal by 1PM. The Market Manager will have the authority to change the market hours on special occasions; however, notice must be given to the Market Advisory Committee beforehand.
5. The sale of live animals is not allowed at the market.
6. The sale of alcoholic beverages is not allowed at the market.
7. The use of electrical generators must be cleared with the Market Advisory Committee before usage.
8. Solicitation for political campaigns, products, services, or charitable contributions not specifically addressed as a market commodity is not permitted.

9. Vendors must be sixteen years of age or older. Younger children are welcome and encouraged to participate, but must be accompanied by an adult responsible for the child's conduct and safety.
10. Fraudulent, dishonest, or deceptive merchandising, disruptive behavior, or collusion to set prices among vendors may be grounds for forfeiture of the right to do business of any kind in the market for a length of time to be determined by the Market Advisory Committee.
11. All profane, abusive, discourteous, and boisterous language and/or conduct at or about the market area is prohibited.
12. We are a tobacco-free market.
13. Vendors will be solely responsible at all times for the cleanliness within their vending area regardless of the origin of the debris in that location. Each vendor is required to leave the space clean at the end of the day.
14. The Market Manager and/or the Advisory Committee will have the full power to enforce all rules and regulations within the market area as authorized by the Advisory Committee. Failure by any vendor to comply with any of these rules and regulations can result in the forfeiture of the right to do business of any kind in the market for a length of time determined by the Advisory Committee and, if need be, escorted by legal authority off premises.
15. Prattville Farmers Market abides by the Alabama Department of Agriculture and Industries Administrative Code Chapter 80-7-1 Rules for Certification of State Farmers Markets and all growers are expected to abide by the same rules.

#### GUIDELINES:

It is recommended that vendors use safe, natural, and colorful displays. Be aware of tripping hazards in the walk area. It is best to raise all displays (especially food items) at least 24 inches from the ground. Three vertical levels of display will dramatically increase product visibility.

Vendors will provide their own tents and tables.

It is recommended that each vendor have a sign identifying the name and location of the farm.

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THE GOVERNING BODY OF THE PRATTVILLE FARMERS MARKET AND ITS DESIGNATED AGENTS SHALL IMPLEMENT AND ENFORCE ALL RULES AND REGULATIONS PERTAINING TO THE OPERATION OF THE CERTIFIED FARMERS MARKET IN A FAIR AND EQUITABLE MANNER.

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Barbara W. Simpson, Market Manager  
Prattville/Autauga Farmers Market