

# Church St Farmers Market Vendor Requirements and Rules

*Please read the rules and regulations before applying to know if you qualify.*

**Location: Parking lot of 6730 Church St. Douglasville, GA 30134**

**Time: Every Tuesday 3pm-7pm**

**Season UPDATED: June 9<sup>th</sup>-September 29<sup>th</sup> (17 weeks)**

**Cost UPDATED: \$45 Application fee, \$10 weekly fee per farm vendor or \$120 for the whole season, \$15 weekly fee per non-farm vendor or \$205 for the whole season (all fees waived for 2020 season)**

**APPLICATION FEE IS WAIVED FOR ALL VENDORS FOR THE 2020 MARKET SEASON.**

## Vendor Application

- Market will be open rain or shine unless otherwise posted. Email notifications will be sent 24 hours in advance to that week's vendor list.
- Applications will be approved based on Market needs and diversity.
- Market will house >50% produce vendors to fulfill the needs of the surrounding community.
- Vendor preference is given to those within a 100-mile radius of Downtown Douglasville.
- Waitlisted vendors will be notified a week in advance as spots become available.
- Produce vendors are only permitted to sell products grown/raised on their own land unless discussed and approved by Market. Self-growers are exempt from requiring a business license or peddlers permit. All others must be licensed.
- Resale of products is not encouraged but accepted in certain cases upon approval by Market.
- All vendors are required to provide proof any and all licenses required by state/local/federal laws for sale/distribution of products, and samples of products to Market per request after submission of application.
- Market Manager will organize a site visit with all vendors before approval of application. The Market Board is likely to attend site visits.

## Vendor Rules and Regulations

- This Market is being promoted as a BYOB (Bring Your Own Bag) Market and a "low waste market." Single use plastic bags will not be permitted for distribution by vendors. Vendors must provide paper bags upon request to customers.
- Certified compostable produce bags will be allowed for distribution by vendors upon approval by Market.
- No edible products shall be displayed on the ground. Edible items must be displayed on tables, crates, etc.
- Products not accepted; drinks not produced by vendor (i.e. bottled water, soda), mass produced or commercial items, products containing CBD oil or supplements and all items that require a food service permit (food intended for consumption on the premises, i.e. Restaurant and catering vendors).
- Ingredients must be listed on food products and all other items.
- Vendors cannot label products with claims that are not supported by local, state, or federal law or legal certification.
- All licenses must be clearly displayed at booths.
- All vendors are preferred to accept Credit/Debit in addition to any other forms of payment currently being used by the vendor.
- All vendors must agree to non-discriminatory practices towards SNAP customers and acceptance of their payments via tokens provided by Market. **See SNAP/EBT vendor agreement. Reimbursement checks will be distributed at end of market each week.**

*Vendor complaints must be written and processed through the Market Manager.  
Market Manager reserves the right to request additional documentation at any time.*

- Vendors should notify the Market Manager of attendance by Tuesday end of market the week prior.
- Weekly market fees will be gathered in CASH, CREDIT/DEBIT or CHECK by end of market the week prior. Weekly fees will be subject to a \$5 late fee if received after previously mentioned date.
- Booth spaces are assigned upon arrival on a first come first serve basis.
- Booth spaces are 10x10 ft wide with approximately 4 feet between neighboring vendor booth.
- Vendors are responsible to provide all set up materials.
- Tents must be securely weighted. Any injury or damage from improperly secured vendor owned materials will be the responsibility of the vendor.
- Vendors can arrive up to an hour before market opening to unload and set up booth but must be fully set up by start of market at 3pm. Booths must be taken down by an hour after close of market. Vendors must stay for the entire market.
- Vendors are expected to “pack in pack out.” Public trash receptacles will be for customers only.

*Vendor complaints must be written and processed through the Market Manager.  
Market Manager reserves the right to request additional documentation at any time.*