



Connecting Friends, Food, and Farmers

Grayson Farmers Market 2017

June 7 - September 27, 2017

VOTED BEST OF GWINNETT 2015 & 2016

Applicant Name: _____

Please find below the application for the 2017 Season of the Grayson Farmers Market. This year, the market will be held in the upper field of Grayson Community Park near the corner of Rosebud Road and Grayson Highway. Market hours are on Wednesday from 3:30 p.m. until 7:30 p.m. Please scan and email the completed application back so that we know of your intent to participate. Upon receipt of the completed application, you will be notified if you are accepted and at that time, you will be sent set-up instructions. Though there is no charge for electricity, access is limited and will be prioritized with preference to those committing for the full season.

Your booth fee must be paid prior to the market the first week you participate in the market. **Checks should be made payable to MAIN STREET GRAYSON.** You may mail your payment to the MAIN STREET GRAYSON, P.O. Box 208, Grayson, GA 30017 or you may pay at the market prior to set up on the first day.

Number of weeks you are reserving a booth:

_____ Single Week \$15/Week - May be paid week-by-week

_____ Monthly _____ June (\$48) _____ July (\$48) _____ August (\$60) _____ September (\$48)
Fee must be paid at the beginning of the month to receive monthly discount.

_____ Full Season \$175 *Commitment for entire season and must be paid in full by June 14th*

_____ CHECK HERE if you MUST have a booth that requires you leave your truck in the market during market hours. These spaces are very limited so please be aware that this requirement may affect vendor approval. Please explain in the space below why you MUST have a truck space:

Please check dates you plan to attend:

___ June 7 ___ June 14 ___ June 21 ___ June 28
___ July 5 ___ July 12 ___ July 19 ___ July 26
___ August 2 ___ August 9 ___ August 16 ___ August 23 ___ August 30
___ September 6 ___ September 13 ___ September 20 ___ September 27

If you find that you cannot attend the market on one of the above dates, it is important that you notify us. Please e-mail us at graysonmarket@gmail.com and let us know as soon as possible. **Please check our Facebook page regularly for updates, information, and weather concerns.**

It is the VENDORS' responsibility to ensure you have obtained any required license(s) for products you sell. A copy of these license(s) must be on file with the Grayson Farmers Market AND available in your booth area.

**Grayson Farmers Market 2017
APPLICATION**

Name _____

Farmer or Business Name _____

Mailing Address _____

City, State, Zip Code _____

Phone number _____ Second number _____

Farmer or Business Address if different from above _____

City, State, Zip Code _____

E-Mail Address _____

List ALL items you would like to sell (*Please use a separate page if necessary*) _____

It is the vendors' responsibility to provide licensing per all Georgia laws, codes and as required by the Georgia Department of Agriculture, including those items as required by the Cottage Food Laws. Please provide all pertinent paperwork when submitting your application.

Products requiring a license may be sold when a copy of the current license issued by proper authority accompanies this application. ***Attach a current copy of all required license(s) to this application for the following items:***

- Foods requiring a Food Sales Establishment License
- Egg Candler Certificate
- Dairy Manufacturer's License
- Certified USDA Organic Products
- Certified Naturally Grown
- Seed Dealer Licensing
- Low Acid/Acidified Foods (canned vegetables, pickles, salsa, etc)
- Documentation verifying that Meats, Poultry, Fish & Seafood are processed in a USDA inspected facility
- Live Plants Certification

For questions regarding license requirements, call the Georgia Department of Agriculture Consumer Protection Division at (404) 656-3621 or (770) 535-5955.

**Grayson Farmers Market 2017
APPLICATION**

Hold Harmless Clause

I (we) agree to indemnify and hold harmless the Grayson Farmers' Market, Main Street Grayson, the City of Grayson and their officers, employees, and volunteers from and against all loss, liability, claims, demands, costs, and other expenses, including attorney's fees of enforcing this **Hold Harmless Clause**, on account of injury, loss or damage, including without limitation, claims arising from bodily injury, personal injury, sickness, disease, death, property loss, or damage to the extent caused by the negligent or intentional act, omission, or error of vendor, or any officer, employee, volunteer, representative of agent of vendor.

I acknowledge that I am participating in the Grayson Farmers Market at the invitation of the market's committee and the invitation may be revoked at any time for violation of market policies or after specific warning by the committee. I also acknowledge that the market is not obligated to return any unused booth fees if this occurs, or if I decide that I cannot complete the season.

Initial Below:

_____ **I acknowledge that I have read and understand the above Hold Harmless Clause.**

_____ **I acknowledge that I have read and understand the Grayson Farmers' Market Policies and agree to abide by those policies.**

Signature _____ **Date** _____

Application may be mailed to: **Main Street Grayson, P.O. Box 208, Grayson, GA 30017**

You may e-mail your application to GraysonMarket@gmail.com

Please include directions to your farm or business with your application so Grayson Farmers' Market Committee members may visit.

Grayson Farmers Market 2017

Policies & Requirements

Products that can be sold

The Grayson Farmers' Market policies will adhere to the Georgia Department of Agriculture *Guidelines for Food Products Sold at Events Sponsored by Non-Profit Organizations*.

Products that may be sold **WITHOUT A LICENSE** include those food items that are exempt from the Georgia Food Act and are not governed by additional state or federal laws and regulations.

- Fresh Produce
- Breads, Pies, Cakes & Cookies
- Jams and Jellies
- Honey
- Cut Flowers & Herbs

Products **requiring a license** may be sold when a copy of the current license issued by the proper authority accompanies the application.

- Foods not listed above requiring a Food Sales Establishment License
- Eggs - *Requires Egg Candler Certificate*
- Dairy Products - *Requires Dairy Manufacturer's License*
- Organic Products - *Those vendors selling as organic must provide proof to market.*
- Low Acid Acidified Foods (canned vegetables, pickles, salsa, etc.)
- Meats, Poultry, Fish, and Seafood - *Requires documentation of USDA inspected facility*
- Live Plants - *Requires Live Plant License*

Non-food products that may be sold with approval of the Grayson Farmers' Market Committee include fresh cut flowers, fresh cut herbs, dried flowers and other garden materials, handmade items made with natural components or ingredients that are sold by the product creator, such as soaps and other natural body products, baskets, and wooden kitchen utensils.

Vendors who wish to sell prepared, ready-to-eat foods that require time and temperature control must provide the following documentation with their application:

- Documentation of preparation in a licensed kitchen WITH a copy of the most recent health inspection report
- Current ServSafe certification
- Certificate of liability insurance showing coverage for the Grayson Farmers Market/Main Street Grayson. **Required for prepared foods that are considered potentially hazardous and which require time and temperature control.**

Vendors selling ready-to-eat foods that are not packaged must have a printed ingredient list at their booth so customers will be aware of potential allergens.

Labeling Requirements

All baked goods and processed food products must be labeled in compliance with all applicable federal and state regulations. A copy of a label must be submitted for approval with the application. The label must include:

- The common name of the food
- Net weight
- A list of all ingredients using the common name of each ingredient
- The name, address and phone number of the person who made the product
- Allergen information
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Who Can Sell

- Booth preference shall be given to those vendors selling fresh produce and food items.
- ***Produce resellers will not be permitted to sell at the market.*** Family members or paid representatives of the farm may sell produce with prior approval.
- Approval preference may be based on the number of weeks a vendor plans to participate
- At the discretion of the committee, local non-profit, civic, church and school groups may participate in the market at no cost as long as they are selling products that do not compete with those sold by a paying vendor. If their products compete with a paying vendor, the standard booth fee must be paid.
- No items sold at the market may be bought commercially, rebranded and resold.
- Only those items listed on a vendor's application may be sold. If a vendor wishes to add an item, e-mail approval must be received by a representative of the GFM Committee prior to offering that item for sale. The Main Street Manager is the final arbiter in the suitability of an item offered for sale.
- To ensure a good diversity of products, the committee may find it necessary to limit participation of vendors who sell like items. However, **NO VENDOR IS GUARANTEED TO BE THE SOLE PURVEYOR OF AN ITEM.**
- The committee reserves the right to inspect the premises where products are grown or processed at any time during the market season.
- Only vendors who have paid the required booth fee may sell. All vendors must have a current application on file, including a copy of any required license(s)
- ***Those vendors selling as certified organic, natural, or with any other certification must provide proof of that certification.***

Location and Hours of Operation

Where: Grayson Community Park - Rosebud Road Field, Grayson, GA 30017

When: **Wednesdays, Beginning June 6, 2017**

Vendor Set Up: 2:45 p.m. until 3:30 p.m.

Vendor Breakdown: 7:30 p.m. until 8:00 p.m.

- Vendors are expected to be fully set up and ready to begin selling at 3:30 p.m. and stay up until the end of the market. **Vendors who sell out may not leave prior to 7:30 p.m. without Manager's permission**

- Entry to the field will be closed at 3:15 p.m. for the safety of market patrons. Vendors who arrive too late to set up by 3:15 may have to carry all items to their assigned booth space from the public parking area.
- ***If a vendor has not arrived by 3:15, their booth space may be reassigned to adjust the market layout as needed.***

Market Booth Spaces & Fees

- **The 2017 Market will operate through September, 2017.** We request the booth rental fees be paid in advance; weekly payments must be paid by 3:45 p.m. on market day. Those who do not pay will not be allowed to participate in future markets.
- Checks should be made payable to MAIN STREET GRAYSON and may be mailed to: Main Street Grayson, P.O. Box 208, Grayson, GA 30017. Please make sure the name of your booth is included on the check.
- **All vendors, including groups permitted to participate at no charge, must have an approved application on file. The application must include a current copy of any required licenses.** Applicants who sell baked goods must include a sample label. Once a vendor application is submitted, participation will be confirmed.
- We strongly suggest that for the best success, vendors bring a tent as well as professionally produced signage to identify their booth.
- Assigned space will be large enough to accommodate an 10' x 10' tent for your presentation to the public. Electricity is limited; vendors must provide their own extension cord. **IF A TENT IS REQUIRED, IT IS THE VENDORS' RESPONSIBILITY TO PROVIDE TENT, TABLES, SIGNAGE AND DISPLAY.**
- Vendors should prominently display their name and/or business name in their selling area so customers can easily see with whom they are dealing. Vendors must have a copy of required license(s) available in their booth.
- A seller's area is to remain clean and barrier free. Littering of any type is prohibited. Spaces must be left completely clear of all trash, including trash from produce such as corn husks, peach pits and melon rinds. Unsold goods and trash are to be properly disposed of or hauled away by the vendor at the end of each market. Vendors must dispose of all trash in the provided cans. Any vendor not adhering to these rules concerning trash may be barred from future participation in the market.
- No vendor may display fliers, posters or other signage outside the rented booth space. Vendors and their representatives must sell from within their assigned booth space and may not use customer traffic areas for sales purposes.
- No soliciting or political or religious activities shall be permitted in the market.
- When possible, the Market Director/Manager will try to accommodate a vendor's request regarding booth location. However, acceptance into the market does not guarantee specific preference.

Absences

Vendors are asked to give 48 hours notice if they cannot attend a market so that the committee can offer the space to another vendor. If a vendor reserves a space and misses a market two times during the season without prior notice, the vendor may lose their reserved space. No refund of fees will be given for missed markets.

Cancellation of the Market due to Inclement Weather

The market will be held rain or shine, but in the event of severe weather the market will be canceled. A decision to cancel the market will be made by NOON on the day of the market. *The cancellation will be posted on the market's Facebook page and an e-mail will be sent to notify vendors of the closing.* In the event of violent weather during the market, the director or designated representative may determine that the market shall close early, at which time the vendors must quit selling immediately. No refund of fees will be given for a cancellation due to inclement weather since this is a condition beyond the control of the market.

Tents, Umbrellas, Tables & Chairs

Tents, umbrellas, tables and chairs are optional, and if desired, are provided by the vendor. We strongly suggest that vendors bring a tent and professionally produced signage for the highest visibility. Vendors are responsible for their own site set up and breakdown; presentations should add a visually pleasing look to the market. Vendors will be responsible for any injury or damages caused by their equipment or presentation.

Insurance

Market vendors are required to be responsible for their own personal, general and liability insurance. The City of Grayson shall be reimbursed for any damage to city property by a market vendor, including damages to grounds, sidewalks, buildings, vehicles and any other property owned or provided by the City of Grayson.

Sales Tax

Market vendors are responsible for the collection and payment of sales tax.

Vendor Procedures and Conduct

- Proper demeanor and high quality customer service are required on the part of the vendors at the Grayson Farmers' Market. All sellers are expected to be friendly, courteous, knowledgeable and honest. Complaints will be investigated by the Grayson Farmers' Market Committee; sellers who are the subject of consistent complaints may be asked to discontinue selling at the market with no refund of fees.
- If selling by weight, the seller is responsible for having Georgia Department of Agriculture approved scales. All produce and other products sold by volume must also conform to the weight standards for that volume as established by the Georgia Department of Agriculture for weights and measures.
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- Vendors should furnish clean packaging and containers for customers, such as paper or plastic bags or boxes. All baked goods are to be wrapped or boxed.
- Vendors are expected to have adequate money to make change. The market cannot provide change.
- A vendor or knowledgeable representative must be present at the booth at all times.
- Children under the age of 16 may not sell any items unless an adult 21 years of age or older is present who is knowledgeable regarding the product(s) being sold.
- Vendors who bring children to the market must supervise them at all times and not allow the children to run around the market area or disturb other vendors. Children are not allowed to touch items in other vendors' booths.
- Vendors are expected to dress appropriately for working with the public. Shirts and shoes are required.
- Vendors may not use tobacco products on city grounds.
- Vendors who bring pets must keep them leashed and under control at all times.
- Vendors are not to play music that is loud enough to disturb other market vendors or customers.

The following will result in immediate and permanent expulsion of a vendor from the market and no refund of fees will be given:

- Fraudulent, dishonest or deceptive merchandising or packaging
- Use of profane, abusive, threatening or harassing language
- Threatening behavior, the threat or use of violence
- Damage, trashing or vandalism of city property
- Possession of a firearm, weapon, or fireworks
- Gambling
- Consumption of or under the influence of alcohol
- Use of illegal drugs or drug paraphernalia.

Promotion of the Market

The Grayson Farmers' Market Committee, Main Street Grayson and the City of Grayson will make efforts to promote the market by maintaining the market Facebook page, providing information to other websites for listings, sending news releases to local newspapers, distributing marketing materials to local businesses as available and erecting signs on major streets within the city.