

Vendor No. _____

Avilla Farmers' Market Operating Rules

1. **Market Day, Time and Site:** The Market will be operated each Saturday beginning May 13 thru October 21, 2017. The Market hours will be 9:00 am to 12:00 noon each market day. The market is located on East Albion Street along the south side of the street between Main Street and Van Scoyoc Street in downtown Avilla. Selling is to be conducted from the rear of vehicles or tables set up on the sidewalk beside the parking space. Portable awnings may be used. Awnings may be extended from the vehicle and onto the sidewalk. All selling is to be conducted from the sidewalk side of the vehicle. All vehicles and display stands must vacate the market site no later than 1:00 pm.

2. **Fees:** \$20/yr. \$10 if 1st day is after July 29. \$5 for each one-time vendor. Free for non-profit Organizations.
A copy of the application will be mailed back to each vendor marked approved and paid. That copy will be used as the market pass. Market Passes must be displayed to the public and market officials with vendor number visible. One parking space per pass.

3. **Who is eligible to participate?** The market is open to any produce farmer/vendor that grows and produces their product themselves. The recognition of locally grown, fresh produce will be a central part of a marketing program. Your facility may potentially be visited by a representative of the Avilla Farmers' Market. **If you are a vendor that is a buying agent purchasing product wholesale and reselling that product to the public, you must disclose to the public and market officials the name and physical address of origin of the product.**

4. **Products That May Be Sold:** Fresh, high-quality fruits vegetables, herbs, cut flowers, bedding plants and potted plants may sold at the Avilla Farmers' Market. Value-added products by be admitted at the discretion of market management. These are the products and rules regarding Indiana House Enrolled Act 1309 (HEA 1309) which enables a Home Based Vendor (HBV) to produce foods that are not potentially hazardous at their home and sell these products at a farmers' market and/or roadside stand. A general list of the products that can be sold includes (this list could change over time):
 - Baked items such as cookies, cakes fruit pies, yeast breads, fruit breads, bars, and baguettes
 - Candies and confections such as caramels, chocolates, fudge, peanut brittle, chocolate covered fruits and nuts, bon bons, and buckeyes
 - Produce, such as unprocessed fruits and vegetables
 - Tree nuts and legumes (e.g. peanuts, cashews, almonds)
 - Pickles processed in a traditional method using fermentation and brine solution (Pickles processed by adding vinegar or other acid to the cucumbers are not allowed)
 - Honey, molasses, sorghum, maple syrup

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- Traditional high sugar content jams, jellies and preserves (low, or no sugar recipes and some fruit butters that are not low pH such as pumpkin and pear butters will be allowed)
- Mushrooms (it is recommended that wild mushrooms be certified in writing as to their species by a person competent to make such a certification)
- Dried noodles
- Some of the above products may be refrigerated or frozen for quality purposes.

Home “canned” acidified foods such as salsas and pickled beets, or home “canned” low acid products such as green beans, carrots, or corn cannot be sold by HBVs. Raw eggs, natural cheese, meat and poultry cannot be sold by HBVs. Cut produce, such as cut melons and tomatoes, are considered potentially hazardous and cannot be sold. Also, jams and jellies containing hot peppers cannot be sold. One of the concerns with salsas, other products containing peppers and home “canned” products is botulism. Cut tomatoes are also considered food products of increased health risk.

All of the manufactured food products must be labeled very specifically. Any food product provided by a HBV shall be labeled with the following information:

- The name and address of the producer of the food product
- The common or usual name of the food product
- The ingredients of the food product, in descending order of predominance by weight
- The net weight or volume of the food product by standard measure or numerical count
- The date on which the food product was processed
- The following statement must be provided in at least 10 point type: **“this product is home produced and processed and the production area has not been inspected the State Department of Health.”**

This labeling must be present with and/or on the food at the point of sale regardless of whether or not the product is packaged. Labeling or signage is not required for whole, uncut produce. A HBV food product which is not labeled with the above information is misbranded and may not be sold until the label is provided and corroded.

Sampling of a HBV food product being provided to consumers is not prohibited. The individual providing samples must practice proper sanitary procedures. These procedures should include at least:

- ✓ Proper hand washing with a hand washing station that must be provided. A hand washing station can be as simple as an adequately sized (2 gallon) thermos, coffee dispenser or other container with nozzle that can be flipped open or closed containing potable water of at least

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100 Degrees Fahrenheit, hand soap, paper towels, a waste basket and a bucket (> 2 gallons) to catch the wash water.

- ✓ Sanitation of the container or other packaging which contains the food using a sanitizing solution.
- ✓ Safe storage of the food product, which would include protection during display and service, such as single portion service of samples for individual consumers (use of cups, tongs, and wax papers)

Craft items may be sold at the market if the item is pre-approved by the market chairman.

Any other item or product that is sold at the market that is not considered produce (as determined by the market chairman) or that meet the above criteria must be pre-approved by the market chairman.

5. **No Fresh Meat May be Sold at the Market.** Processed meat products may be sold at the market only if the following conditions are met:
 1. The product must be **professionally** canned and sealed from a processing facility;
 2. The product must have an ingredient label affixed on the product; and
 3. The product must have the vendor's name and address on the label.
6. **Commitment to Market:** Farmer/vendors should commit to specific dates and participate on a regular basis. Product availability may limit participants' beginning and ending dates; therefore, a schedule may be developed prior to the start of the market season documenting the farmer/vendor commitment to the Avilla Farmers' Market.
7. **Space:** One vehicle will be permitted per vendor. All other vehicles must be removed from the immediate market premises unless a second market pass is purchased.
8. **Signage:** Farmers/vendors should display the name of their farm/business and post prices for all items being sold.
9. **Clean-up:** Farmers/vendors are responsible for cleaning all trash and waste within and around their allotted space during market hours and at closing times. No garbage facilities are provided.
10. **Applications:** All new and returning farmers/vendors must complete an application each year listing the types of products to be sold during the season. This helps to correct any changes to a farm/business in the past year and also helps to ensure a good product mix will be offered at the Market. **All applications shall be mailed with payment to: Restore Avilla, PO Box 562, Avilla, Indiana 46710.**
11. **Non-compliance:** The Avilla Farmers' Market reserves the right to refuse acceptance of any vendor or item that is not in keeping with the rules or quality of this farmers' market criterial and guidelines.
12. **Contacts:** Todd Carteaux – 260-318-2584 or Bill Ley – 260-318-0016.

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Avilla Farmers' Market
Application to Sell Product

Applications must be mailed with payment to: Restore Avilla, PO Box 562, Avilla, Indiana 46710.

Date: _____

Name of Business: _____

Owner Name (if different): _____

Telephone #: _____

Physical Address: _____

Mailing Address: _____

Start Date: _____ End Date: _____

Type of Product to Sell - List: use additional sheets if needed.

_____	_____
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_____	_____

2017 Fees: \$20/yr. \$10 if 1st day is after July 29. \$5 - one day only. Free if Non-Profit Organization.

Amount Paid: _____ Date Paid: _____

Approved by: _____

Avilla Farmers' Market