



c/o NC Cooperative Extension-Cabarrus County Center
Phone: 704 920-3310
Product availability contact: lisaw@ctc.net

FARMERS' MARKET SEASON OPEN DATES for 2010

JANUARY, FEBRUARY, & MARCH:

9-12:00 p.m. 2nd & 4th Saturdays @
518 Winecoff School Road, Concord, NC 28027

SATURDAY, APRIL 17th:

8-5:00 p.m. 5th Spring Herb & Plant Festival by the Cabarrus County
Master Gardener Volunteers kicking off market season @
518 Winecoff School Road, Concord, NC 28027-**Only Vendors accepted
by the MGV are allowed to sell this day. Call 704-920-3310.**

APRIL 24-DEC. 18

8-12:00 p.m. each Saturday @ 518 Winecoff School Road, Concord, NC

MAY 17-SEPT 27

4-7:00 p.m. each Monday @ 6960 Robinson Church Road, Harrisburg, NC

JUNE 8-SEPT. 7TH

8-12:00 p.m. each Tuesday @ 518 Winecoff School Road, Concord, NC

JUNE 9-SEPT. 8TH

11-1:00 p.m. each Wednesday @ (parking lot) 24 Market Street, Concord

JUNE 10-SEPT. 2ND

4-7:00 p.m. each Thursday @ New Horizon's Baptist Church,
11777 South US Hwy. 601, Midland, NC 28107

MAY 20-SEPT. 30

4-7:00 p.m. each Thursday @ Cannon Village Campus Market,
(look for signs) on West Avenue, Kannapolis

Persons interested in becoming a regular Farmers' Market Vendor should
download application and rules from www.piedmont-farmersmarket.com

GRIEVANCE PROCEDURES:

Any decision made regarding vendor applications by the Rules Committee, may be appealed through the Market Board of Directors Executive Board. Please contact the Extension Office at 704-920-3310 for the name and address of the Board President.

Piedmont Farmers' Market, Inc.

is a 501-(3)C non-profit corporation established to provide a place for local farmers, and craftsmen to sell fresh, quality, homegrown produce, canned goods, baked goods and crafts to citizens in Cabarrus and the surrounding counties. Piedmont Farmers' Market is owned and operated by a Board of Directors that is nominated from the slate of market members to serve 3 year terms.

For membership and permission to sell at any Piedmont Farmers' Market location, an application must be obtained from and returned with the fee to the NC Cooperative Extension-Cabarrus County Center, 715 Cabarrus Avenue-West, Concord, NC 28027, and approved by the Board of Directors' assigned committee. An additional charge will be required for each table, booth, or set up space at each location. Fees vary at each location and day of week.

For information, contact David Goforth, Extension Agent, at the NC Cooperative Extension, Cabarrus County Center, 704-920-3310.

Piedmont Farmers' Market, Inc. General Rules & Regulations

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**SIGN AND RETURN THE
MEMORANDUM OF UNDERSTANDING
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BOARD OF DIRECTORS

Piedmont Farmers' Market, Inc. General Rules & Regulations

(A). HOURS/DATES:

The Board of Directors shall have the authority to set opening and closing dates and hours which are deemed to be in the best interest of all the markets' operations and the general public. Changes in hours currently in effect shall be posted in one or more conspicuous places and announced through news media or you may call the NC Cooperative Extension-Cabarrus County Center at 704-920-3310.

(B). PRODUCTS:

1. PRODUCTS ALLOWED:

Fruits and vegetables, home prepared jellies, home baked goods, cured meats, handmade crafts which requires the skillful use of the hands to create, flowers, plants, relishes, pickles, honey and other farm produced items except live animals. The prohibition on live animals includes pets (free or for sale). Eggs, dairy products, meat products including fish are allowed with refrigeration of 45 degrees F and are subject to all North Carolina Department of Agriculture (NCDA) regulations. Alcoholic beverages and drugs are prohibited on the market premises. Vendors who have an off farm produce business may only bring items they have personally raised for sale at the Piedmont Farmers' Market. **All vendors that sell canned and bake goods must have appropriate permits form the health dept. (copy provided to PFM).** Vendors may contact Larry D. Gabriel, Food Administrator, USDA, phone:(919) 733-7366, Fax: (919) 733-6801, E-mail: Larry.Gabriel@ncmail.net or www.ncagr.com/fooddrug/index.htm

2. QUALITY CONTROL:

The market manager may make or cause to be made, any inspection or inspections of produce which may be necessary and may prohibit the sale of any produce which does not conform with legal and stated market standards. All scales must be NCDA approved. At the Farmers' Market on Winecoff School Road, each table has an assigned hook from the ceiling to hang the scales. NCDA prohibits scales that state "Not Legal for Trade". No person shall sell produce which is unsound or unwholesome or which fails to meet the standards or requirements of Federal, State or local laws and regulations. All North Carolina regulatory laws applying to weights, measures, marking of containers, sanitation or other legal requirements will be obeyed by all market tenants.

3. ORIGIN OF PRODUCTS:

There are no restrictions on origin within the United States.

4. SIGNS & PRICE TAGS:

The market manager may remove or cause to be removed, any sign judged to be detrimental to the market. Acceptable signs include those certified through NCDA and USDA. Prices are required to be posted at or on each item to be sold. The use of staples/staple guns are prohibited for the use of posting signs etc. at the Winecoff School Road Farmers' Market, City of Concord or Harrisburg properties. All price tags/signs shall be removed at the end of the day. Renters or leasers who sell at least once per week may leave one sign identifying the vendor hung overhead only at the Winecoff School Road Farmers' Market in the back of the booth. No nails will be used in posts and tables. Tape can be used when attaching signs to the table. Posts are for display of Farmers' Market information ONLY as determined by the Board of Directors. Signs at a minimum must include a name and may not include advertising false or deceptive practices.

5. REFRESHMENTS:

Vendors will be allowed to sell refreshments as part of their normal operation with the exception of homemade ice cream (per NCDA regulations). No glass containers will be allowed.

6. ABANDONED PRODUCE:

No buyer, vendor, renter or user or other person shall abandon produce, vehicles or other articles at the markets. If such is done, the manager may have such item(s) removed from the market at owner's expense or the manager may donate to a person who will dispose of such items or articles. At the Farmers' Market on Winecoff School Road, tables or decorative displays may be left at the market if renter is returning the next market day. If a renter does not return, articles may be removed at the discretion of the market manager. At **all other Piedmont Farmers Markets**, NO ITEMS may be left.

7. DISPLAYING PRODUCTS:

No display table or item will protrude into the aisle. The market manager may require unsafe displays to be removed or changed. No display shall create a tripping hazard.

8. GIVING SAMPLES TO CUSTOMERS:

This is encouraged but all samples of produce given to the customers must not contain cores or rinds. The market manager may prohibit samples being given out on the property if the manager at each site feels it is presenting a problem.

(C.) FEES:

1. SELLING FEES:

All sellers will pay a yearly membership fee per family that will be \$100 **per year** as well as a \$10.00 per space each day on Saturday at the market on Winecoff School Road. All other market site table fees are to be determined by each site. The yearly fee is \$10.00 for each voting, non-vendor board member. Fee is due when application is made **and membership shall be for a full 12 months from the date of acceptance by the PFM**. The market manager will collect payments during the selling day. Once products are displayed, vendors are obligated to pay the fee.

(D.) SPACES:

1. SELLING SPACE ASSIGNMENT:

At the Winecoff School Road site on Saturdays and since a consistent space assignment helps vendors improve their sales and reduces customer confusion, Piedmont Farmers Market, Inc. attempts to assign each vendor a regular place. Vendors who sold more than 15 days the previous year have priority on their assigned spot. Vendors have until **April 1st** to exercise their priority **by sending written notice to the membership committee**. If a vendor doesn't occupy their space prior to 15 minutes before the market opens, it may be sold **for that market day**. If a vendor does not sell their 15 days, during the season, they lose their space and go to the bottom of the list. This is for the Winecoff School Road market on Saturdays only.

These are the only selling space assignment policies developed by the board of directors. The membership committee shall assign all spaces for the Saturday market at Winecoff. Space assignment for the Concord, Harrisburg, and Winecoff School Road Tuesday Market are made by the market manager. Market manager decisions are final. Please note: The foyer area and picnic tables are not acceptable selling space sites.

2. NUMBER OF SPACES:

No vendor or family may lease more than two permanent spaces at the Winecoff School Market on Saturdays, subject to market manager's discretion. **All new vendors from 2009 onward are limited to one space per vendor and or family. All initial space assignments for the year at the Winecoff School Rd. Market shall be made by the membership committee. After the**

membership committees assignment of spaces the market manager will be responsible for all vacant space assignment during the season. All vendors must notify the market manger a minimum of 48 hrs. before the start of the market if they know they will not be selling that market day.

3. SHARING SPACE:

If more than one family will be working together in one booth, the vendor application must have only **one** name for each booth and that person is responsible for everyone following the rules and regulations in this booth.

4. SUBLETTING:

The manager may prohibit the renting, leasing or use by any person or firm of any market facility or space not rented or leased by the market to him.

5. DESIGNATING REPRESENTATIVE:

If a lessee or renter wishes to designate a person to represent him in his rented space, prior approval shall be obtained from the market manager or his representatives.

6. SALES:

No selling shall be done without registering with market manager, renting a space and paying the appropriate fees before the market opens. No pre-market selling and no bagging of product. See violation chart for noncompliance.

7. THE MARKET MANAGER:

All paid employees of the market shall not engage in the selling of any products at the market and shall not receive any tips or gratuities from any Farmers Markets' buyers, sellers or Board Members.

(E.) MARKET PROPERTY and SITES:

1. HOUSEKEEPING:

Housekeeping or home-steading in the market is prohibited.

2. VACATING SPACE:

Each vendor, when removing his/her truck from the assigned space, shall leave the space clean for the next incoming vehicle.

3. SANITATION:

Any renter or user of space on the market must keep his immediate premises reasonably clean, sanitary and orderly. Persistent failure to carry out the market manager's orders in this respect shall constitute a violation. The vendor must **clean and sweep (if applicable)** their space at the end of each selling day. *The Farmers' Market manager will see that the center aisles at the Winecoff Market are swept before the next market day.*

4. ADVERTISING:

No person shall distribute, scatter about, or post on the market property, any advertising, signs, pamphlets, cards, hand bills, or other printed matter unrelated to products sold at the market without the consent of the market manager.

5. PARKING:

The parking of automobiles and other vehicles of market renters and lessees and their employees, shall be confined to spaces designated by the manager. Such automobiles shall not be parked where they will obstruct traffic or take up space necessary for the orderly operation of the market business. Vehicles shall not be parked in the areas that would be detrimental to grass or landscape arrangements. No false fronts which encourage customers to believe your space is an entrance to the market. Trailers must be parked in assigned spaces on a flat surface with a block in front of each wheel and cannot be moved around within market property.

6. VEHICLES:

All vehicles must enter and leave the market area through entrances and exits so marked.

7. SPEED:

Every person operating a vehicle on the property of the market shall drive such vehicle in a careful and prudent manner and at a rate of speed so as not to endanger the property of another or do physical harm to any person. All parking signs, speed limit signs and other posted signs shall be observed.

8. MECHANICAL EQUIPMENT:

All market lessees, renters or users are required to use all possible care in the operation of mechanical equipment used on the market property.

9. DAMAGE TO PROPERTY:

No person shall deface or damage the building or other physical equipment of the market.

10. DAMAGE TO MARKET PROPERTY:

Persons causing damage to the market on Winecoff School Road, Harrisburg or Downtown Concord property shall be financially responsible for the cost of repairs or replacements. Such damage shall include, but not be limited to buildings, grounds, fences, gates, vehicles and any other property owned and/or operated by the market.

11. REMOVAL OF PROPERTY:

All lessees, renters and users of the market shall remove any vehicle or item of property upon direction of the market manager.

12. ADDITIONAL FACILITIES:

No person shall erect any facility upon the market without the approval of the Board of Directors.

13. STATIONARY VEHICLES:

Stationary vehicles designated for storage and/or refrigeration will be permitted only upon approval of the market committee. Generators will be prohibited.

14. ELECTRICITY:

Only those usages of electricity approved by the market manager will be permitted. Playing radios, tapes or CD's are prohibited uses. Excessive use of electricity or noise will be addressed by the market manager.

(F.) GENERAL BEHAVIOR:

1. PROFANE LANGUAGE:

The use of profane or abusive language on the markets is prohibited. Abusive language includes any form of sexual harassment. Profane or abusive language is punishable by expulsion from any of the markets.

2. GAMBLING:

The market manager shall have authority to order from the market any person gambling or under the influence of intoxicants or disorderly in conduct.

3. PUBLIC OUTCRY:

No persons shall make any public outcry, do "hawking" or give any musical or other entertainment for the purpose of drawing customers or attracting attention, or shoot fireworks or firearms at any time.

4. INSULTS:

No vendor shall do any act or use any language which does or tends to insult another vendor or shopper or to intimidate a shopper into purchasing the produce which is his.

5. FALSE REPORTS:

Persons who make or circulate false reports tending to upset or destroy the operations of the market or that may cause upset or damage to vendors in loss in prices shall be subject to expulsion from the market.

6. FAIR PRACTICES:

Vendors at the markets shall not approach a buyer for the purpose of making a sale while said buyer is in conversation with another vendor or in front of another vendor's space. This rule does not prevent a vendor from returning a greeting.

7. DECEPTIVE PRACTICES:

Fraudulent, dishonest, and deceptive practices carried on at the markets **is prohibited**.

8. CUSTOMER COMPLAINTS:

It is the responsibility of all lessees and renters at the markets to satisfy customer complaints. Upon receipt of numerous complaints concerning the same lessees or renters, the market manager may cancel the marketing privileges of the offending lessees or renters based on the decision of the Board of Directors.

9. VENDOR'S EMPLOYEES:

In order to effectuate these rules and regulations, all lessees and renters of the markets are responsible for the actions of their employees.

10. COURTESY REQUESTED:

Our markets emphasize courtesy to customers. Vendors are to assist customer with heavy or bulky items when possible. Customers may pull vehicles close to vendors' vehicles when leaving as long as traffic is not impeded.

11. ALL TOBACCO PRODUCTS ARE PROHIBITED BY VENDORS:

No Smoking or chewing tobacco products will be allowed by the vendors under the shelters/in vendor spaces. THANK YOU FOR NOT SMOKING signs will be posted.

12. CHILDREN:

Children under 14 years of age shall not roam or wander around the markets unless accompanied by an adult who shall be responsible for the conduct of such minor. Wholesalers, retailers, truckers, farmers, and buyers who bring children under 14 years old to the market with them or allow them to visit with them shall be responsible for carrying out this provision. The riding of bicycles or other similar devices on the markets by anyone is strictly forbidden.

13. PETS:

Pets are not allowed in the selling areas **at** any market. Service animals are excluded.

14. LOSS, THEFT OR INJURIES:

The markets or any of its employees will not be responsible for loss through theft or otherwise of private property at the markets. The markets **will not** be responsible for personal injuries or damages to individual or personal property.

15. RECORDS:

Each seller will be responsible for his or her own records, taxes, and for compliance to all health and N.C. Department of Agriculture regulations.

16. SUGGESTIONS:

A suggestion box will be available at the market. Any written suggestions will be addressed within 30 days. If an answer is necessary, please include your name and address.

(G.) COMPLIANCE OF MARKET RULES:

The Board of Directors reserves the right to modify or change their rules and regulations as it becomes necessary.

1. GENERAL CONTROL:

The market manager shall have the general control and supervision of the market, the buildings, the parking lot, and the adjoining areas, and shall collect all fees and rentals from all renters and users of the markets.

2. DENIAL:

The market manager has the authority to deny any person the privilege of operating on the markets. He/she is required to remove anybody using methods that are detrimental to attendance at the markets or contrary to the markets' policies.

3. REMOVAL:

The market manager shall have the authority to order/remove any person or dispossess any tenant from the market for any violation of these market regulations, or who may be guilty of violating any ordinances of the city, county or state law, or who fails to obey any lawful orders of the market manager.

(H.) THE MARKET MANAGER:

1. JOB DESCRIPTION:

The market manager has a specific job description they must perform for every market day. Including, but not limited to dirt removal, see that signs are posted, bathrooms in good order and the building or site is ready for business.

2. OVERSIGHT:

The Market Manager reports to a "**Membership Committee**" that provides the final decision on spaces, selling rights, vendor status and anything else applicable to the smooth operation on a daily basis of the Piedmont Farmers' Market during the season.

(J.) VIOLATIONS

- 1. First Notice – Written notice of violation – copy to membership committee.**
- 2. Second Notice - Loss of selling rights for one week at all markets.**
- 3. Third Notice – Membership revoked for the balance of the membership term.**

RETURN BOTH COPIES OF PAGES 10, 11 WITH YOUR SIGNATURE TO ADDRESS BELOW:

Piedmont Farmer's Market, Inc.
c/o Cabarrus County Center
715 Cabarrus Avenue-West
Concord, N.C. 28027

Phone: 704-920-3310
Fax: 704-920-3323

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SIGNATURE OF MEMBER:

DATE:_____

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