

# NARROWS FARMERS MARKET REGULATIONS

## USES:

THE TOWN OF NARROWS FARMERS MARKET STRIVES TO SERVE AS A CENTER OF ACTIVITY IN DOWNTOWN NARROWS BY:

- PROVIDING A CLEAN, PLEASANT ENVIRONMENT FOR VENDORS TO OFFER A VARIETY OF LOCAL PRODUCE, FLOWERS, AND HANDMADE/HOMEMADE GOODS.
- PROVIDING A CENTRAL LOCATION FOR VARIOUS COMMUNITY EVENTS SPONSORED BY THE TOWN

IT IS THE GOAL OF THE MARKET TO CONTRIBUTE TO A PROSPEROUS DOWNTOWN AREA AND PROMOTE A SENSE OF COMMUNITY WITHIN THE TOWN. THE FARMERS MARKET AIMS TO WEAVE COMMERCIAL, EDUCATIONAL, AND SOCIAL ACTIVITIES THAT MAKE THE MARKET A VITAL CIVIC INSTITUTION FOR NARROWS.

## DAYS/HOURS OF OPERATION:

THE NARROWS FARMERS MARKET REGULAR SEASON OPERATES FROM MAY 1ST TO OCTOBER 31ST OF EACH YEAR.

### LOCALS NIGHT EVENTS

ON THE FIRST OR SECOND SATURDAY OF MAY, JUNE, AUGUST, AND OCTOBER – THE REGULAR MARKET HOURS ARE ADJUSTED DUE TO LOCALS NIGHTS THAT ARE HOSTED ON THESE DAYS. YOU CAN FIND THE EXACT DATES FOR LOCALS NIGHTS ON THE NARROWS FARMERS MARKET FACEBOOK AND INSTAGRAM PAGES. THESE DAYS ARE HOSTED IN ORDER TO REACH A DIFFERENT AUDIENCE AT THE MARKET AND HOPEFULLY ATTRACT THEM TO COME TO SEE OUR VENDORS DURING THE REGULAR OPERATING HOURS AS WELL. VENDOR FEES DO APPLY FOR THESE EVENTS. FOR MORE INFORMATION OR IF YOU ARE INTERESTED IN SETTING UP AT ONE OF THESE EVENTS, PLEASE TALK TO THE MARKET MANAGER OR FOLLOW OUR FACEBOOK PAGE TO STAY INFORMED ON ALL OF OUR EVENTS.

### **REGULAR MARKET HOURS**

SATURDAYS – 9AM TO 1PM

\*SUNDAYS – 9AM TO 1PM (UPON VENDOR REQUEST)

## FEES:

### PRODUCE/HOME-GOODS

WEEKLY	\$7.00
BI - WEEKLY	\$12.00
MONTHLY	\$20.00
FULL SEASON	\$85.00

### SPECIAL EVENTS

Vendor Fee	\$10.00
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\*VENDORS WHO PAY FOR THE FULL SEASON  
DO NOT PAY SPECIAL EVENT VENDOR FEES.

**All vendors are permitted to 1 free trial set up upon request.**

## REGULATIONS:

ANY PERSON USING THE MARKET FOR THE PURPOSES OF SELLING OR OFFERING FOR SALE OF ANY ITEMS ON THE PREMISES MUST COMPLY WITH ALL FEDERAL, STATE, AND LOCAL ORDINANCES.

ALL PUBLIC LITTER CONTAINERS IN THE MARKET AREA ARE FOR USE BY VENDORS AND CUSTOMERS. HOWEVER, EXCESSIVE, OR IMPROPER USE BY THE VENDORS IS NOT PERMITTED. VENDORS WILL BE RESPONSIBLE FOR THE COLLECTION AND REMOVAL OF ALL REFUSE GENERATED FROM THE SALES AT THEIR SPACE.

BEHAVIOR BY VENDORS OR CUSTOMERS JUDGED TO BE DISRUPTIVE OR DETRIMENTAL TO THE PEACEFUL OPERATION OF THE MARKET SHALL NOT BE ALLOWED. THE MARKET COORDINATOR / TOWN EMPLOYEE ON SITE RESERVES THE RIGHT TO ASK THAT YOU LEAVE IF DETERMINED NECESSARY.

SMALL CHILDREN BROUGHT TO THE MARKET BY VENDORS MUST BE KEPT UNDER THE CONSTANT SUPERVISION OF AN ADULT.

**THE TOWN OF NARROWS AND ITS REPRESENTATIVES ARE NOT RESPONSIBLE FOR DAMAGE OR LOSS OF ANY PERSONAL BELONGINGS.**

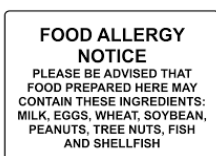
**THE USE OF ALCOHOL OR ILLEGAL SUBSTANCES IS NOT PERMITTED AT THE MARKET.**

VENDORS USING ANY TYPE OF TOBACCO PRODUCT MUST TAKE CARE TO DISCARD THE WASTE FROM THAT PRODUCT IN A SANITARY WAY

\*\*ANY PERSON(S) FOUND TO BE VIOLATING THESE RULES MAY BE ASKED TO LEAVE AND/OR WILL NO LONGER BE ALLOWED TO BE A VENDOR AT THE NARROWS FARMER'S MARKET.

## **PRODUCT LABELING:**

ALL HOME-PREPARED CONSUMABLE PRODUCTS MUST BE INDIVIDUALLY PACKAGED AND LABELED WITH THE PRODUCT NAME, DATE OF PREPARATION, NET WEIGHT, ALL INGREDIENTS IN DESCENDING ORDER, AND THE NAME AND ADDRESS OF THE PREPARER. ANY VENDOR SELLING BAKED GOODS MUST DISPLAY A SIGN AT THEIR TABLE WARNING OF ANY FOOD ALLERGIES THEIR PRODUCTS MAY BE COOKED/BAKED WITH.



EX:

VENDORS SELLING PRODUCTS LABELED AS "ORGANIC" MUST PROVIDE A VALID CERTIFICATE OF ORGANIC PRODUCTION IN ACCORDANCE WITH THE NATIONAL ORGANIC POLICY (NOP). ALL CERTIFIED ORGANIC PRODUCTS MUST BE LABELED IN ACCORDANCE WITH THE NOP. IT IS THE SOLE RESPONSIBILITY OF THE VENDOR TO KNOW AND COMPLY WITH THE NOP RETAIL REGULATIONS.

VENDORS SET THEIR OWN PRICES AND ARE RESPONSIBLE FOR ACCURATELY REPRESENTING THEIR PRODUCTS. ALL SCALES OR WEIGHING DEVICES MUST HAVE A CURRENT AND VALID CERTIFICATION STICKER SIGNED BY THE VIRGINIA

DEPARTMENT OF WEIGHTS AND MEASURES. VENDORS MUST MAKE APPROPRIATE ADJUSTMENTS TO SATISFY ANY CUSTOMER'S RESPONSIBLE CLAIM OF UNSATISFACTORY QUALITY OF CONDITION.

## **TAXES, LICENSES, AND PERMITS:**

VENDORS MUST HAVE VISIBLY DISPLAYED IN THE FRONT OF THEIR BOOTH ANY LICENSES, CERTIFICATIONS, AND PERMITS REQUIRED BY LAW FOR ALL PRODUCTS, AS WELL AS A VALID MARKET PERMIT. VENDORS WHO ARE SOLELY SELLING THEIR PRODUCTS AT THE FARMERS MARKET ARE NOT REQUIRED TO HAVE A BUSINESS LICENSE FROM THE TOWN OF NARROWS NOR ARE THE SUBJECT TO PAYING SALES TAXES.

- THE COLLECTION AND FILING OF ALL RELATED FEDERAL/STATE TAXES IS THE SOLE RESPONSIBILITY OF EACH INDIVIDUAL VENDOR.

**\*VENDORS ARE EXEMPT FROM TOWN BUSINESS LICENSE FEES OR ITINERANT VENDOR FEES.**

## **ENFORCEMENT:**

THE MARKET MANAGER WILL HAVE THE AUTHORITY TO SUSPEND SELLING PRIVILEGES OF ANY VENDOR OR PERSON(S) FOUND VIOLATING ANY OF THE MARKET REGULATIONS. FOR THE FIRST VIOLATION, THE MARKET MANAGER WILL GIVE A VENDOR AN ORAL WARNING THAT WILL BE DOCUMENTED IN WRITING. THE DOCUMENTATION WILL INCLUDE THE VENDOR'S NAME, THE DATE THAT THE VIOLATION OCCURRED, AND A BRIEF DESCRIPTION OF THE VIOLATION. THE FIRST TIME A VIOLATION OCCURS THE VENDOR WILL BE GIVEN A WRITTEN WARNING FROM THE MARKET MANAGER. THE MARKET MANAGER WILL RETAIN A COPY OF THE WRITTEN WARNING. A SECOND VIOLATION WILL RESULT IN THE IMMEDIATE SUSPENSION OF THE VENDOR'S MARKET PERMIT AND TRIGGER A FORMAL REVIEW PROCESS BY THE MARKET MANAGER AND DIRECTOR OF STRATEGIC DEVELOPMENT. THAT COULD RESULT IN REVOCATION OF THE VENDOR'S PERMIT FOR THE REMAINING PART OF THE SELLING SEASON WITHOUT REFUND OF FEES.

**ANY UNSAFE OR UNSANITARY CONDITIONS SHOULD BE BROUGHT  
TO THE IMMEDIATE ATTENTION OF THE MARKET MANAGER.**

IF AN ISSUE OCCURS, PLEASE CONTACT THE MANAGER  
BY CALLING 540-726-2423 M – F 9AM – 5PM  
OR 304-994-0771 AFTER HOURS.