

Rules and Regulations
For Governing the Canton Farmers Market
Updated March 2008

1. The market shall be known as the Canton Farmers Market and the market days will be scheduled for Tuesdays and Fridays through the end of October.
2. The use of the market is restricted to bona fide growers, crafts persons, producers of homemade products or other vendors as approved by the Canton Farmers Market Board of Directors.
3. The membership and/or Board of Directors shall designate when any special markets may be held.
4. The dates, days, times, and locations for the market will be established annually by the Board of Directors and are subject to the approval of the membership. The members will be notified of the dates, days, times and locations and the information will be well publicized.
5. The market will be open rain or shine. Publicized hours are 9am to 2pm. Vendors have the option to set up at 8am and stay late.
6. Craft sellers will be limited to approximately 50% of the total number of vendors. At the beginning of each market season, the number of producers selling in the previous year will be used as an estimate of the number of producers anticipated for the current year. The beginning number of craft vendors will not exceed that estimate, unless a more reliable estimate can be made by a different method to be determined by the Board of Directors.
7. Each vendor will be responsible for all the equipment and supplies for the set-up of a booth (i.e.: table, scale, bags, signs, etc) A rug must be included for the vendor to stand on to protect the grass.
8. Each vendor is encouraged to post an easily readable sign giving the name and address of the vendor and the farm name or business name when appropriate. Emphasizing fresh, locally grown produce and locally made products is important for the image of the market.
9.
 - A. The Board of Directors, subject to the approval of the membership, will establish membership fees annually. This fee will be charged for the season and will not be pro-rated.
 - B. The membership period will last for one season, May through October. The Board of Directors will approve the application of new and renewing members.
 - C. There will be a set application deadline to be determined by the Board of Directors each season, preferably by the first day of Market each year, which may be followed by one or more later deadlines with additional fees applicable. Failure to make payment by the first day of market will result in the forfeiture of their previous spot.
 - D. Later applicants are also subject to review by the market manager with any questions to be seconded by a Board Member before they sell at the market. All fees must be paid before a vendor may set up.
 - E. Membership fees collected will be used for operation and promotion of the market, as determined by the membership.
 - F. Local non-profit, non-political organizations may also arrange to use a space for educational displays.

10. An adult must supervise vendors under the age of 16
11.
 - A. All vendors bringing in purchased fruit must be able to provide verification, in the form of a name and phone number, of point-of-purchase and point-of-growth. This information must be present when purchased fruit is present.
 - B. Vegetables, melons, bedding plants, houseplants and cut flowers may only be sold at market if the vendor grew them.
 - C. We follow the FMNP Fruit rules and allow fruit to be brought in from New York and its neighboring states.
 - D. Fruits from outside St. Lawrence County must be clearly marked with the town where the fruit was grown. These labels must be placed directly on the items in the display.
 - E. Each grower must fill out a crop plan showing the items he/she will be bringing to the is farmers markets and the items he/she plans to buy in from others to resell at the market.
 - F. If a grower is bringing to market a good quantity of a specific variety of fruit on a consistent basis, that grower can ask the Market Manager to limit the amount of fruit allowed to be bought in my other vendors but the grower must inform those other vendors ahead of time when he/she will be bringing home-grown fruit.
12. Each grower may sell a maximum of 4 bushels of purchased (non-homegrown) tree fruit of all kinds in any given market day. The Board and/or the Market Manager may change this maximum as needed to meet the combined goals of providing customers with a diverse, adequate supply of fruit, sharing the privilege of profiting from the selling of purchased fruit, and giving priority to the marketing of fruits grown by members. Vendors must contact the Market Manager prior to the day they wish to bring extra fruit.
13.
 - A. At least 50% of all products sold by each vendor in the market must be grown by that person, his/her immediate family, and/or individuals who are partners in the same farm business. This production must be on land that is owned, rented or shared by the farmer.
 - B. Agricultural products which are wild-harvested on the vendor's owned, rented or shared land, are acceptable to be included in the 50% rule mentioned above.
 - C. Attempts to get around the 50% rule by stocking obviously less marketable home grown items or by recycling of the same produce from market to market in order to meet the quota will be dealt with by the Board of Directors on a case by case basis.
 - D. If vendors in general are offering increasing quantities of homegrown fruit they may petition the Board and/or the Market Manager to raise the minimum percentage of all produce sold by each vendor from 50% to a higher number. The Board may also declare that 100% of a particular fruit must be homegrown if the homegrown supplies of that fruit become plentiful. Vendors of homegrown fruit have the privilege of selling all of this fruit before any vendor can sell any bought-in fruit.
 - E. Vegetables must be 100% homegrown. No bought-in vegetables will be allowed.
 - F. There will be a Market Manager's discretion for waiver of the 50/50 rule in May and June prior to the start of the Farm Market Nutrition Program. It is expected that the vendor requesting the waiver will try to honor the spirit of the 50/50 rule. Blatant disregard of the rule will not be tolerated. However, waivers which grant a larger percentage than 50 will be allowed in May and June if the Manager feels there is adequate customer demand. Vendors must contact the Market Manager in advance of the market day to request the waiver. Preference will be given to the producers of homegrown fruit.
 - G. The Market Manager may determine that a vendor meets the spirit of the 50/50 rule when selling value added agricultural products as part of their vegetable sales.

14. Market Programs:

Farm Market Nutrition Program (WIC) -

Each farmer must register with the Market Manager to accept WIC coupons and can only accept them on designated market days. Farmers may accept WIC coupons on fruits not grown by them provided that these items fit the definitions in rules 13 & 14. Participation in this program is a benefit of full market membership.

Food Stamps (EBT) -

All full time vendors selling any food products are automatically enrolled in the food stamp program and must abide by the Food Stamp rules as established by New York State and the farmers market. After 10 vendors may not accept food stamps.

Gift Certificates -

All full time vendors must participate in the acceptance of gift certificates. Market Treasurer will attempt to redeem them in a timely manner.

15. All licenses, seals, permits, sales tax information and other requirement for the sale of any items shall be the responsibility of the vendor. Vendors selling baked goods and nursery stock must have a copy of licenses on file with the Market Manager.
16. All crafts sold at the Canton Farmers Market must be of highly quality workmanship and be designed and executed by the vendor. Commercial duplication, printing and/or items assembled from kits may not be sold. Basic patterns may be used. Manufactured items may be incorporated into their craft work, such as jewelry, findings, furniture hardware and basic notions, provided the majority of the product is handmade and reflects the skills of the craftsman.
17. All baked goods must be homemade. These items must be labeled appropriately as per Ag and Markets requirements.
18. A. Vendor's spaces are assigned on a priority basis, giving first choice to the holders of the site during the previous season, subject to membership fees being paid by May 1. Unclaimed vendor spaces are based on longevity or by lottery; whichever is more equitable at the beginning of the market season.
B. If a vendor is not in attendance by 10am, another vendor may set up in their space. At vendor request a space can be kept permanently open, and not used in his/her absence. As a courtesy, vendors should call the Market Manager before the market if they don't plan to attend.
C. After July 15, vendors must occupy their official designated stall space.
19. No vendors may park in the space surrounding the park's perimeter, except for loading and unloading. These spaces are available for customers.
20. Each vendor shall keep his/her market space free from refuse during the market hours and pay special attention to situations that may affect the safety of persons at the market. Empty containers and equipment shall be kept in an orderly manner and confined to the market space of the specific vendor. The vendor shall also be responsible for the requirements of health authorities. Each vendor shall agree to clean up his/her space after each market period. No refuse is to be placed in village trash bins by vendors.

21. Each vendor shall remain in his/her own market space when selling products. Sales shall be conducted in an orderly, businesslike manner. No shouting, barking, or other objectionable means of soliciting shall be tolerated. Vendors shall exhibit courtesy and cooperation to other vendors selling at the market, and all other persons at the market, particularly the customers. Any problems concerning the market or vendors should be brought to the immediate attention of the Board of Directors via the Market Manager. See rule #28 below for protocol.
22. Each vendor agrees to make his/her stand and products offered for sale as attractive as possible. Only quality produce may be offered for sale. Poor quality produce is damaging to both the vendor and the market. Prices shall be plainly displayed to the customer during market selling times. Display of produce facing walkways shall be arranged so as to not endanger the safety of customers.
23. Advertising the market shall be in the hands of the Market Manager. This person shall advertise the market for the benefit of all members, as finances permit, and with the approval of the Board of Directors.
24. The Market Manager will supervise the market. He/she shall be responsible to the Board of Directors and shall report any violation of the rules and regulations to the Board.
25. Vendors may sell only those items listed, which have been designated and approved by the Board of Directors on that vendor's annual membership application. Any additions should be brought to the attention of the Market Manager.
26. The persons selling at the market must agree to abide by all the rules and regulations.
27. The Board of Directors has the right to cancel the privileges of any member who, in the opinion of the Board of Directors, has violated the rules and regulations governing the market. If a vendor violates a rule of this market, the Market Manager and the Board must be informed. The Manager, along with a member of the Board, shall send a written notice of the violation to the vendor in question, who may choose to present evidence that no violation took place. A farm inspection may be undertaken to determine the facts. If the Board decides that a violation has occurred, that vendor will be given a warning. The Board may also bar them from selling in the market for one week. If a second violation of the same rule occurs, that vendor will be barred from the market for the remainder of the season. This is based on a year-to-year premise and will not be carried over to the next season.
28. The above rules and regulations are to be enforced by the Board of Directors, who is responsible for the overall management of the market. All complaints will be made in writing and a hard copy will be submitted in one of three ways: a.) Mailed through the USPS to a Board member or the Market Manager. b.) Handed to one of these individuals in person. c.) Brought to the next scheduled monthly board meeting. Any complaint filed with one member of the Board will be distributed to the entire Board within a 2-week period. The board will respond to all complaints in a timely manner and will keep the complainant(s) updated on the process.
29. Members of the Board of Directors reserve the right to visit any farm or establishment, with advance notice if possible, as often as needed throughout the year. Visits will only be made with a representative present, unless otherwise permitted. Farmers or producers must provide any help necessary to thoroughly document products and conditions present at the visit.

I, the undersigned, have read and agree to abide by the
2008 Canton Farmers' Market Rules & Regulations.

Print Name: _____

Signature: _____ Date: _____