

2010 Suwanee Farmers Market

Policy

The Suwanee Farmers Market Policy will correspond to the *Guidelines for Food Products Sold at Events Sponsored by Non-Profit Organizations* distributed by the Georgia Department of Agriculture.

What products can be sold?

The Suwanee Farmers Market may include products exempt from the Georgia Food Act, which are not governed by additional State or Federal laws and regulations. For example:

- Jams
- Jellies
- Cakes
- Cookies
- Fresh Produce
- Breads
- Pies
- Honey

Products requiring state licenses may be sold when a copy of current licenses by the proper authority accompanies the application. These products include:

- Meat Products – Governed by Georgia Meat Compliance Laws
- Eggs – Governed by the Georgia Egg Law
- Dairy Products – Governed by the Georgia Dairy Law
- Organic Products
- Low Acid/Acidified Foods (Canned Vegetables, Pickles, Salsa, etc) –Must have a state license from the Department of Agriculture and completed Better Process Control School.
- Plants – with a current Live Plant License from the Department of Agriculture.

Other products that may be sold include flowering container baskets, herbs, trees, or consumable items such as soaps or candles that are made and sold by the product creator. No business reselling is allowed.

What products cannot be sold?

Arts and crafts; cooked food items that include meat, such as soups, casseroles, or items requiring consistent heat; non-consumable items. No food vending trailers will be allowed.

Additional Rules and Guidelines:

1. Market participants are required to attend the annual meeting to discuss rules, policies and minimum pricing. Participants who attend the meeting will be given first consideration to market acceptance although the final decision will be made by the market manager and City of Suwanee. Others will only be allowed into the market after inspection, and if space permits. There are approximately 23 spaces at each market. Applications should be brought to the annual meeting. Applications will not be accepted before the annual meeting.
2. The market manager and City of Suwanee staff will make every effort to limit participants who sell like items that are not produce related. Space will also limit the number of participants. Those who participate in all markets will be given preference over those who cannot participate each week.

3. All products shall be sold by the individual or entity that grew/made the product. **No re-selling from other markets is allowed. No reselling of other farmers' goods is allowed.** You may only sell or represent items grown on land owned by the farmer who is applying for the market.
4. An **assigned** space will be available to participants who pay a one-time permit fee of \$100.00 per space for the Saturday Market and \$75 per space for the Tuesday Market. (Each space measures approximately 10' X 10'.) Double booth space is available for \$200 on Saturday and \$150 on Tuesday. Double booth space may not be shared or leased to others. The maximum amount of space that may be rented by a participant is a double space. A fee of \$25.00 per day per space is charged for those unable to commit to full-time participation.
5. Market hours are from 8 am to noon each Saturday and 4 to 7 pm on Tuesday. Farmers may not arrive prior to 7:15 am to set up to sell on Saturday. Farmers who participate in the Tuesday market may not arrive prior to 3:15 pm. Farmers may not begin selling prior to 8 am on Saturday and 4 pm on Tuesday. Farmers may leave the market when they are sold out, even if this is before the close of the market.
6. All processed products should be labeled with the common food name, the name, address and phone number of the person who made the item, and a list of ingredients using the common food name. Baked goods should be wrapped for individual sale. All baked goods should be covered and wrapped prior to being at the market to prevent bees and insects from being in the market area.
7. Products may only be sold as "organic products" if the proper state certification is displayed and a copy has been submitted with the application.
8. The market manager and City of Suwanee staff have the right to site inspections at any time during the market. New farmers who wish to be permitted to sell must have a site inspection prior to their participation. Those who have been licensed to participate in the Suwanee Farmers Market in past years and had site inspections in previous years may be exempt from site inspections at the decision of the market manager.
9. Only registered participants of the Suwanee Farmers Market will be permitted to sell at the market.
10. The provision of booths, tents, umbrellas, tables, and chairs is the responsibility of the seller.
11. Each seller shall be required to keep his/her area clean and to remove any trash and objectionable items.
12. Demeanor and service with shoppers are of utmost importance. All sellers at the market are encouraged to be friendly, courteous, truthful, and honest. Customer or participant complaints will be examined and investigated by the market manager. *Sellers who are the subject of complaints may lose privileges at the market.* Smoking by sellers is allowed only in designated areas. Smoking materials should be properly extinguished and discarded...no cigarette butts left on the ground. Profanity by sellers is not allowed.
13. Prices charged for items at the market should be 'direct' and 'competitive' with those charged in local food stores. Farmers may be given a suggested price list. Price lists are for the farmers' use only not to be shown to customers.
14. Each participant shall furnish packaging or containers for the benefit of the customers. This may be in the form of sacks, boxes, or baskets.
15. If selling by weight, it is the responsibility of the seller to have Georgia Department of Agriculture approved scales for weighing the produce. These scales are to be tested periodically. Be sure to give accurate weights; a little extra is better than a little less.

16. All problems relating to the Market should be discussed with the market manager or City of Suwanee staff. The market manager or City of Suwanee staff will address customer and vendor complaints.
17. All vegetables and produce 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. Example – bushel hamper of Purple Hull Peas must weigh 25 pounds.
18. The market manager and City of Suwanee staff shall maintain exclusive discretion as to the permitting and location of each participant in order to determine the best and most viable mixture of products. Further, the market manager or City of Suwanee staff may exclude any individual or business at their sole discretion and may revoke any participant's license with or without cause.
19. Farmers should not move from their assigned spaces for any reason. Violators may be asked to leave the market. In an effort to keep the market efficient, farmers should effectively communicate their dates of participation. If a farmer reserves space on a specific date and misses a date TWICE during the market season without contacting the market manager or City of Suwanee staff, the farmer may lose their reserved space. If a farmer reserves space and misses three markets during the season without contacting the market manager, the farmer may lose their permit and be asked to reapply to the market if they wish to continue their participation. No refund of fees will be given for missed markets.
20. Each participant should have his/her name and address displayed plainly and prominently on his/her vehicle or at the point of sale in order for customers to see with whom they are dealing.
21. Any participant who received complaints from market consumers for product quality is subject to a new farm inspection. Multiple complaints from market consumers about quality products or suspect items that may not be grown or produced from the vendors may lead to the farmer being asked to leave the market. No refund of fees will be given.