

Bardstown Farmers Market Rules and Regulations

Bardstown Farmers Market Association

An association will exist of all licensed members of the Bardstown Farmers Market (BFM). A five-member advisory committee will be elected annually by a majority vote consisting of licensed members of the market from the previous year. A meeting of all Bardstown Farmers Market Association (BFMA) members will take place in November for the select purpose of choosing a 5 member committee for the following season. Committee members will serve from the date of the November election to the election of the following year. Committee members shall be elected annually.

The committee will itself select a chairman, vice-chairman, secretary, and a treasurer. The chairman will represent the BFMA and will be responsible for disseminating the decisions of the committee. If the chairman resigns or is no longer able to fulfill their duties, the responsibility will fall on the vice-chairman. Furthermore, if any member is unable to fulfill their term the committee will appoint a replacement member.

The committee will be responsible for advertising and promotion of the BFM. The committee has the authority to collect fees and to use these fees for the promotion and maintenance of the market. The treasurer will be responsible for handling fees and keeping records of transactions with oversight by the chairman. A regular audit will take place each year at a meeting of the committee.

The committee will be responsible for heading the BFMA, managing the BFM, enforcing market rules, and coordinating events.

Location

The BFM will be located at the Farmers Market Pavilion on East Flaget, between North 2nd and North 3rd Street.

Hours and Days of Operation

For this season, the BFM will be open Saturday, April 17, and Saturday, April 24, as well as Friday April 30, at 8:00 am. The BFM will then be open on the first market day of May and end on the third Saturday of October. During this time the market will be open every Tuesday, Friday, and Saturday from 7:30 am to 12:00 p.m.

Rules

1. A business license from the City of Bardstown must be purchased for a fee of \$25. This is a one-time fee.

Permit fees for the season are as follows:

- **Reserved Inside-** \$125/season. These spaces are under the pavilion. These spots will be offered first to the eight participants who attended the most days in the previous season, according to the order of most attendance. These spaces will be 1.5 parking spaces in width.
- **Reserved Outside-** \$65/season. These spaces are the one space just adjacent to the pavilion, on both sides of the center aisle. These spaces are 1.5 parking spaces in width.
- **Unreserved Outside-** \$50/season. These spots are first come, first served. These spaces are one parking space in width.
- **Young Vendor License-** up to 2 permits per season will be offered to vendors 18 years of age or younger whose applications are approved by the committee. These vendors will be responsible for the \$25 business license fee, however the unreserved vendor fee will be waived.

Being granted approval for one season does not automatically guarantee a member's approval will be renewed the following year. The issuance of all licenses and assignment of parking spaces are the responsibility of, and subject to, the committee's approval. The committee will conduct a simple public background check on all new vendors when determining approval.

2. The deadline for registration is April 15. All vendors must be registered and fees must be paid by April 15. **No vendors will be accepted after April 15 unless authorized by the advisory committee.** All BFM fees are to be paid through the Bardstown Farmers Market.
3. The BFM is a producer-only market. **Resale is not allowed.** Products for sale are limited to those vegetables, fruits, plants, animal products, and other agricultural products produced on land the member owns, and/or immediate family member (mother, father, sister, brother, daughter, son). The committee reserves the right to make farm visits in order to ensure compliance with these rules. The vendor will be notified prior to the farm visit. Any vendor buying and reselling will have their license revoked and be immediately expelled from the market.
4. Food value-added products are allowed as long as the product is produced and grown by the participating vendor. Handcrafted value-added items are to be original and produced by the vendor, and they must be safe and exhibit quality craftsmanship.
5. Food vendors who use a commercial kitchen are allowed to sell food items at the BFM without

being a producer. A copy of the applicant's Commercial Food Manufacturing Permit must be submitted with the application and current permits should be submitted with the annual dues. Preference will be given to those whose products are complementary to the market and who use ingredients that are derived from the market vendors.

6. The BFM will be limited to producers in Nelson and surrounding counties (Anderson, Bullitt, Hardin, Larue, Marion, Spencer, and Washington counties of Kentucky.)
7. Licensed members of the BFMA will only be allowed to sell during the above listed days and hours of operation. Setup can take place no earlier than 6:00 a.m. Vendors may not sale earlier than 7:00 a.m. Vendors are permitted to leave early.
8. Members must have their Bardstown City business license at all times. A committee member or assigned person will keep a record of attendance in order to help make decisions on next year's spaces.
9. WIC and Senior Program participants must display a sign stating "We Gladly Accept Kentucky Farmers Market Nutrition Program Coupons/Check" that all customers can plainly see. All participants agree to follow all WIC and Senior coupon rules and regulations.
10. Members will be responsible for policing and/or cleaning up their area at the end of every market day.
11. Repeated complaints about a member's conduct or the member's products are grounds for consideration of membership by the committee. Complaints must be in written form and signed before action is taken against any member.
12. Individual members are responsible for complying with all state, local, or federal laws, label, or food safety and handling regulations. **Product liability insurance is heavily recommended.** The BFMA or the City of Bardstown will not be held liable. Participants shall indemnify, hold harmless and defend the BFMA, the City of Bardstown, and the Nelson County Extension Office against any and all claims, actions, damages, liabilities and expenses, including but not limited to, attorney's and other professional fees and defense costs arising from any loss of life, personal injury and/or damage to person or property occurring in, on, or about the premises or arising from any loss of life, personal injury, and/or damage to any person or property resulting from any act, omission, or negligence of the participant, his agents, employees, or invitees.
13. Members agree to comply with all BFMA rules. Failure to do so will result in the termination of their membership for the rest of the season. The first offense penalty will be a verbal/written warning. The second offense will be removal from the association by majority vote from the committee.
14. Rules can only be changed or amended by a majority vote by the advisory committee.