



Ashe County Farmers Market New Vendor Inquiry

Date: _____

Thank you for your interest in joining our market for the upcoming season!

Completing this inquiry form will help us understand the goods / products you are interested in selling during the upcoming season. It will help you understand the member category your goods fall into, and the qualifications / requirements needed to participate. Once submitted it will be reviewed, and you will be contacted by our market manager. Upon acceptance to the market a formal registration process will begin requiring documentation and payment.

The current year's fee schedule, policies and procedures along with additional vendor information is listed on our website on the BECOME A VENDOR page. Please take time to review this information and familiarize yourself with all pertinent information that applies to your goods.

Website: ashefarmersmarket.com

Name: _____

Address: _____

If applicable; Farm address: _____

Phone: _____

Email: _____

List all goods / products you wish to sell at the market: _____

Member Categories and Qualifications

Please indicate the vendor member status you seek and make sure you meet the qualifications listed to participate in the ACFM.

IMPORTANT NOTE: Regardless of membership category, all members must grow or make their products themselves; no resale of any items is allowed.

Grower/Producer - membership is open to Ashe County residents and residents of those counties that are contiguous to Ashe County: Alleghany, Wilkes and Watauga counties in NC, Grayson Co., VA and Johnson Co., TN.

Rules and Guidelines for Grower/Producer

- A. 100% of all produce (e.g. fruit, vegetables, honey, eggs) sold at the market must be produced by the member.
- B. 100% of all plants (e.g. cut flowers, shrubs, trees, rooted materials) sold at the market must be grown by the member. The purchase of plant starts, plugs or bare root plants is allowable providing the grower maintains these plants for a minimum of 30 days with the intent to sell them at the market and only after growing the plants to an appreciably larger size, requiring the investment of both time and materials on behalf of the grower.
- C. For vendors selling nursery stock plants or collected plants, a copy of the member's Nursery Certification or Nursery Registration, if required by the state, must be on file with the Market Manager.
- D. Organic label: Growers using the label "Organic" in any representation of their product must have a copy of their Organic Certification on file with the Market Member. If a grower sells less than \$5,000 worth of produce annually, that individual may use the term "Organic" in describing their produce only if they have signed the "Small Scale Organic Growers Declaration of Exemption from Certification" form. A copy must be on file with the Market Manager.
- E. 100% of the meats sold at the market must be produced by the member. A copy of the member's NCDA Meat Handler's License must be on file with the Market Manager. ACFM

Specialty Food Vendor – membership is open to Ashe County residents and residents of those NC counties that are contiguous to Ashe County: Alleghany, Wilkes and Watauga.

Rules and Guidelines for Specialty Food Vendors

- A. 100% of the value added, prepared, or processed foods sold at the market must be made by the member and feature primarily fresh, locally grown seasonal ingredients. It is the responsibility of the vendor to know and comply with all State and/or Federal Regulations that pertain to their products. All documents required to produce these items for sale must be on file with the Market Manager (including a Kitchen inspection, a well test and proof of completion of a Low Acid class where required by the State).
- B. Baked goods must be fresh and prepared locally by the vendor. Baked goods must be clearly labeled with the baker's name and address and the complete list of ingredients and be prepared in compliance with state law in a certified kitchen. A kitchen inspection and a water test must be on file with the market. Individual pieces of a baked product must be cut and wrapped prior to setting up at the Market.
- C. Specialty food products, not covered elsewhere in this policy; including but not limited to items such as specialty olive oils and vinegars, maple syrup, locally roasted coffee, or spice mixes may be accepted on a limited basis and must be produced by the vendor and be attractively packaged and labeled with a complete list of ingredients. Admittance to the market as a vendor of specialty products is subject to Board approval. Priority for acceptance will be given to vendors of specialty products who incorporate locally harvested or grown plant or product materials into their specialty products. Specialty products that enhance the market's

product diversity and meet customer demand without duplicating existing product offerings comprised of primarily local ingredients are given priority. The decision of the Board whether or not to accept these products is final.

Arts and Crafts Vendors - membership is open to Ashe County Residents only.

Because we are a farmers' market first, with a focus on selling fresh, local seasonal produce grown and produced by farmers within our defined vendor area, our farmers have space priority. We do offer a limited number of spaces to artisan/craft vendors, with an effort to maintain at minimum a market comprised of 60% farmers which include specialty food vendors to 40% craft vendors selling only craft products.

Rules and Guidelines for Crafts

A. Handmade arts and crafts will be accepted as Market products only after a registration process, which includes review and approval by a Crafts Jury.

B. Crafts Jury Procedure

1. The Crafts Jury will be made up of community artisans who are not members of the ACFM. Jurors will have a 3-year volunteer term. The terms will be staggered to ensure continuity. The jury process will be anonymous to the crafters presenting their crafts.
2. The Crafts Jury will notify the Market Manager of the status of the juried items, (whether the item has been approved or not.)
3. There will be at least one Crafts Jurying event scheduled each Market Season. Items are judged based on craftsmanship, artistic merit, and aesthetic value. (ACFM Policies and Procedures September 13, 2024, Page of 10 of 13)
4. The Board will make the final determination whether to admit a new Individual to the Market membership. Once an item is accepted by the Crafts Jury and the Board, no subsequent jurying process is necessary. Existing Arts and Crafts vendors who are adding additional specialties (e.g. a woodworker adding pottery) must submit the new craft items to the Crafts Jury before adding that item to their offerings at the Market.
5. The Market Manager will keep the original photos of individual approved products on file.

C. Specific Crafts Criteria:

1. All crafts must be hand crafted by the vendor and must be produced in Ashe County.
2. Crafts must be the product of a home or cottage type industry, using a personal type of technology rather than an industrial type of production. Works must be original, unique, creative, and demonstrate a high level of skill. To be considered "hand crafted", the item must show evidence of manual skills obtainable only through a significant period of experience and dedication. Examples of unacceptable items would be but not limited to: tracings of paint by number, ceramics or pottery from commercial molds, any form of clip art, and any other items that do not reflect originality of design.
3. As part of the jury procedure, a brief description of the artist's process must be included.
4. For items such as candles, soaps, lotions, and essential oils, it is the responsibility of the vendor to know and comply with all State and/or Federal Regulations that pertain to their products. All documents required to produce these items for sale must be on file with the Market Manager. Items must be attractively packaged. Items must be labeled with a complete list of ingredients and warning labels as required.
5. Written works by the members are acceptable following review and approval by the board.
6. Musical recordings must be of performances by the member or a group that includes the member. They will be acceptable following review and approval by the board.

7. The Market Manager has the discretion to immediately remove any craft item that he/she considers objectionable. The Board of Directors must review the Manager's decision within two weeks and make an official ruling on the matter.

Art and Craft Expo Vendors – Ashe County residents only.

This is a limited attendance membership that allows vendors to attend bimonthly - 2nd and 4th Saturday's, holiday markets and by invitation from the board. All rules & guidelines listed above in the Craft Vendor section apply.

Youth Vendors – Ashe County persons ages 16 to 18. (18 at the start of the market season)

A small fee is charged for each weekend. Arts and Crafts must have Market Manager and Craft Committee approval, and all food/nursery items must follow guidelines listed above depending on the goods category. All food items to be sold on market days must be present at the opening of the market day. It is not permitted to take deliveries of additional food goods to sell once the market day has started. At the sole discretion of the market manager, during busy market days, youth vendors might be asked to share space with other youth vendors. Youth Vendors are responsible for their own booth space; they must remain and sell at their tables. Parents may support Youth Vendors but should not be solely responsible for their commitment to the market.

Kids' Corner – Ashe County persons ages 15 and younger.

Arts and crafts are not required to be juried, and all food/nursery items must follow guidelines listed in this document. Kids' Corner participants are not charged a fee. Parents may support Kids' Corner participants, but kids should always remain in the Market space.

Non-Vendor – They are not allowed to sell goods. All applicable rules for vendors apply to non-vendors.

An organization that is preapproved by the board is permitted to set up at the market for a \$20 fee to raise awareness about their mission and purpose to the local community. They may accept donations (both tangible and monetary) if they clearly explain their cause, both in writing and verbally, to interested patrons.

Thank you for taking the time to share your information with us!

Please submit your completed form to the ACFM Manager at:

farmersmarketashe@gmail.com