

# **SWP LLC.**

## **Field Fresh Farmers Market**

### **Rules and Regulations**

**January 2025**

The Field Fresh Farmers Market strives to be a regional, producer only market with emphasis on agricultural products. Along with this goal is the aim to meet the needs and expectations of our customers with the appropriate mix of agriculture, value-added crafts and prepared food vendors.

**Producer Only**, means that Field Fresh Farmers Market, only accepts vendors who grow, raise or produce the products they are selling. There will be occasional exceptions to the Producer Only rule sometimes in order to provide a more complete shopping experience for the consumer. In addition to constraints and compliances required by regulatory agencies that oversee the growing, raising, processing and preserving of their products, vendors will also abide by the Market's own Producer Only definitions and guidelines

#### **Definition of Producer Only:**

1. For Field Fresh Farmers Market it means a producer is defined as a grower, harvester, baker, value added manufacturer, prepared food maker or craftsman. The goods produced must meet the guidelines as follows:

- a. All producers must comply with all federal, state and local health and safety ordinances. Producers must have all proper licenses and inspections completed prior to selling at market. It is the vendors responsibility to maintain records of compliance with these guidelines as well as provide copies of licenses and inspections reports to SWP LLC.
- b. Producers shall strive to sell only products of the highest quality and freshness in keeping with the markets desired image.

#### **Producer Guidelines:**

##### **1. Vegetables and Fruit**

- a. Annual crops: grown from seed, cutting or bulb on the farm; or grown from plug in the ground/planter on the farm for at least 15 days.
- b. Perennial crops: harvested from established plants that have been in the ground on the farm for at least 4 months.

## 2. Flowers, Plants and Herbs

- a. Cut flowers: grown from seed, cutting or bulb on the farm; grown from a plug and in the ground/planter on the farm for at least 30 days.
- b. Annual seedlings: grown from seed, cutting or bulb on the farm: grown from plug in the ground/planter on the farm for at least 15 days.
- c. Perennial plants and Herbs: grown from seed, cutting or bulb on the farm: or grown from plug in the ground/planter on the farm for at least 45 days.

## 3 Meat and Eggs

- a. Eggs: layers must be raised on the farm from hatching or for at least 30 days prior to the sale of their first eggs.
- b. Chicken/Turkeys: must be raised on the farm from three days old or less
- c. Pork/Lamb/Goat: must be raised on the farm from birth, or for at least 3 months prior to processing and sale.
- d. Beef: must be raised on the farm from birth, or for at least 6 months prior to processing and sale.

## Honey and other Bee Products

Honey must be from the beekeeper's own hives, but may be processed and bottled off farm. The vendor must provide the name, address and telephone number of the processing facility. Bee keeper must also have the relevant license information. Processing must comply with local health and safety ordinances.

## Value-Added Products

4. These are products which have been made out of raw ingredients into something with added value. They include, but are not limited to, baked goods, preserves, pickles, granola, soap, salsa, sauces, mustard, vinegar, wine/beer/distilled spirits, candles, oils, coffee and cheese. To be considered Producer Only, the vendor must either;
- a. Make the product themselves using purchased raw ingredients.
  - b. Have the product made from the producers own raw ingredients
  - c. Make the product themselves using their own raw ingredients.

Producers of value-added products must provide the name, address and telephone number of the facility where their products were produced, as well any relevant licenses. Processing must comply with local health and safety ordinances.

## **Prepared Foods**

5. Any foods and beverages that are intended to be consumed by the purchaser at time of purchase. Prepared food vendors may produce saleable items out of raw ingredients or assemble ready-made ingredients into edible form. Prepared food vendors must comply with all local health and safety ordinances, as well as any taxation requirements.

## **Arts and Crafts**

6. Arts and crafts must be created by the vendor from raw material. Reselling of any kind is prohibited. Vendor is responsible for any necessary licensing and taxation requirements.

## **Exceptions to the Producer Only Guidelines**

Occasionally, Field Fresh Farmers Market, will grant exceptions when doing so will enhance the shopping experience of the customer. The exceptions are good for only one season. The vendor must re-apply SWP, LLC. for an exception every year.

## **General Rules**

1. All vendors must apply each season to participate in the market for the year. There are no automatic renewals.

2. All vendors must allow inspections of their premises by SWP, LLC.

3. All vendors must display a sign identifying the name and location of the farm or business. A price for each item for sale must also be displayed.

4. All producers are responsible for the cleanliness of their selling areas. They agree to keep the market area free from any debris generated by market activity, and to remove such debris from the premises by the end of the market day.

5. Complaints against any product must be directed to the Market Management, who will bring the complaint to SWP, LLC. Complaint resolution is the responsibility of SWP, LLC. and their determination is final.

6. SWP, LLC., reserves the right to cancel the approval of any producer's membership .

7. All producers must secure their tents with weights of 30lbs or more, attached to each leg or group of legs by a non-elastic strap. Tent legs may be staked into the ground if not on hard surface. They still must have at least 10lb weights per leg.

## **Hours of Operation**

Field Fresh Market is open on Saturdays from 9:00 am until 1:00 pm. The season starts on the last Saturday in April and ends on the Saturday before Thanksgiving. Producers need to be in place by 8:30 am. and ready to sell by 9 a.m. Vendors must remain at the market until the 1 pm closing time.

The market is a rain or shine market. Rain Rules may apply for an earlier start on inclement weather days.

### **Market Fees**

1. Application fees. Application fees are stated on the application and may change each year.
2. All fees, both for seasonal and daily, occasional vendors, must be paid by April 1st. Current fees are stated on the application each year. In the case of late admissions, fees must be made prior to attendance at market.
3. Seasonal Vendors must notify Field Fresh Farmers Market when they will start selling at the market and when they will quit for the season. Occasional Vendors must adhere to their submitted list of dates; 6 weeks of attendance, minimum, is required. Additional dates may be added but must be approved and paid for in advance. No substitutions of dates may be made. If a vendor plans on being absent, they must notify management one week in advance of absence. No notification by absent vendors will result in a penalty of \$20.00 per occurrence, due and payable prior to their next attendance at market. All notifications need to be made through the market e-mail: [contact@fieldfreshfarmersmarket.com](mailto:contact@fieldfreshfarmersmarket.com). Last minute absences due to emergencies are to be texted to John at 301-676-1236.

### **Liability Insurance**

All vendors are required to purchase their own liability insurance. The minimum amount is one million dollars. Each vendor must provide a certificate of insurance naming SWP, LLC, DBA, Field Fresh Farmers Market 2725 Kaetzel Rd., Knoxville, MD 21758, as additional insured.