



About the Market:

The Sharon Springs Market was started in 2011 as part of an effort to increase the options for accessing local healthy food and food products, creating awareness of food related issues, and supporting the local economy. Out of these basic shared passions, the Sharon Springs Market was born. It started small with a core group of vendors who were willing to take a risk on an unknown market, and the rest is history in the making! In 2017, the Sharon Springs Chamber of Commerce took over sponsorship for The Market. The Market has now expanded to not only include farm products, but is also open to local crafters and sellers of antiques. It is NOT a flea market, however, and all of the items to be sold at The Market will be juried by The Market Committee. The following packet explains our rules and regulations, fee structure, etc.

Vision:

We envision the Sharon Springs Market will contribute to the restoration of the connection between people and their food sources and to the revitalization of our rich local agrarian heritage. We encourage informed choice and consumer empowerment through an emphasis on increasing awareness of farming issues, nutrition education and increased access to local food producers. We support sustainable farming practices and efforts to minimize the number of miles food travels from field to table. We are committed to food justice and believe that healthy, fresh, local food should be available to all citizens. We will be a positive force in our community by helping to coordinate food and goods donations for those in need.

Mission:

We are a local-first, community supported Market that provides a viable economic outlet for local farmers, food producers, and artisans while increasing consumer access to a

variety of healthy food choices and educational information. We believe local foods nourish the community and support the local economy.

Market Oversight:

The Market Committee is comprised of several volunteer members of the Sharon Springs Chamber of Commerce and is responsible for the day to day governance of The Market. The Market can be reached at (518) 860-5513 or by email at sharonsspringschamber@gmail.com. The 2017 Rules and Regulations were created and agreed upon by the Sharon Springs Chamber of Commerce Board of Directors and can only be changed or overridden by the consensus of the Chamber Board of Directors.

General Rules:

The Sharon Springs Market will be located on the vacant land across from The Roseboro Hotel. The Market for 2017 will operate from June 3rd through October 7th

The Market hours are from 10 AM to 2 PM. All vendors are expected to be set up and ready to begin sales by the open of The Market each day, and to stay until the close of market.

Participation in The Market is open to regional farmers/growers who sell what they grow, raise or produce on their farm, and for local producers who make crafts, or products featuring agricultural foods or and antique vendors from within a 50 mile radius of Sharon Springs. If there is a small producer/farmer who is unable to attend but would like their products sold at The Market via a second party, the farmer/producer may petition The Market Committee on a case by case basis.

We understand that some small farmer producers make a very small amount of product and may not be able to produce enough to support a full vendor space for the entire market season. Others may have concerns about the time commitment and whether they can attend for a whole season. In order to accommodate these small or start-up producers, we have instituted the "collective agreement". If a vendor would like to include farm products from another local farmer producer who is unable to attend The Market regularly or has a small amount of product, they may apply to The Market Committee as a collective. If this is the case, products from all members of the collective should be on display regularly. All members of the collective must meet The Market

requirements. It is against The Market rules to purchase items and re-sell them at the Market, unless they are local only and have been approved by The Market Committee. Artisans must produce 100% of their products.

The Market Committee has the right to review and accept or reject products that member producers offer for sale at its sole discretion.

Preference is given to farmers/growers/producers and vendors who are closer to Sharon Springs. New vendors may be asked to agree to a farm inspection or to submit a farm plan to ensure the products are indeed self-produced.

As The Market is still small, it is very important that we have a number of core vendors who are present every week. For that reason, preference is given to vendors who are able to attend The Market for the entire season. However, the Chamber has added flexibility this year for vendors to allow you to attend on a week-by-week basis. Should you choose this option, you only need to call the Wednesday prior to participate the following Saturday to participate. If you pay the \$100 fee in advance, you will be entitled to participate during the Harvest Festival weekend. However, you must agree to attend The Market for both Saturday and Sunday of the Harvest Festival weekend.

Market fees are non-refundable and is used to pay for insurance, advertising, signage, etc.

Each vendor is assigned a space that is 10' x 10'. Assignments are made by The Market Committee. All vendors are asked to provide their own tables, chairs, and canopy/tent/umbrella. These should be in good working order and set up so they are safe and do not impede the flow of foot traffic. Each vendor should display a sign that states their name and what they sell. Prices of all items for sale should be prominently displayed either on the item itself or on a single price list at each location.

All vendors are responsible for keeping their area clean and sanitary. If giving samples the vendor is responsible for providing a garbage bag and ensuring no trash is left behind.

We support a close relationship between vendors and consumers; we therefore ask that you provide a photo of yourself and a small description of your farm/business/products that we can display in our information booth/put on our marketing material, website, etc.

Public drinking of alcoholic beverages and smoking while handling products and dealing with customers is prohibited. Vendors are asked not to smoke during Market hours. Complaints or concerns should be forwarded to The Market Committee or by calling (518) 860-5513 immediately. All complaints will be responded to within 1 week. Vendors have the right to address the issue with the Sharon Springs Chamber Board of Directors if they feel they have not received an adequate or fair response from The Market Committee.

All vendors and their representatives are expected to act professionally and respectfully to both the customers and other vendors. We seek to provide a supportive and relaxed space to sell your products. Bickering and/or speaking negatively about a competitor's product will be cause for sanctions and/or expulsion from The Market.

Market fees will not be reimbursed to any vendor who is asked to leave the market or decides not to attend after The Market season begins.

Prospective vendors are expected to supply samples of their product if asked by The Market Committee to help with the application process.

The Sharon Springs Market will regularly donate extra food to local charitable organizations within our community. We accept donations from customers and vendors alike. If you would like to donate some of your product at the end of The Market day, please talk to the Market Committee person assigned to The Market for that day to arrange this.

Product Guidelines:

The following list delineates what may be sold at the market, and the corresponding NY State regulations/requirements. Items not on the list will be presented to the Board of Directors for review and decision as to whether they will be allowed to participate.

- Fruits— raw, uncut, and unprocessed, grown by the vendor.
- Vegetables—raw, uncut, and unprocessed, grown by the vendor.
- Amenable Meat products (cattle, swine, sheep, goat meat, emu, ostrich, rhea)—100% from animals raised from weaning by the vendor. USDA slaughtered, as evidenced by package stamp. USDA or NYS 20-C facility processed.

- Non-Amenable Meat (from farm raised deer, elk, bison, water buffalo, antelope, rabbit)* Must be slaughtered and processed at a USDA or NYS 5-A exotic facility.
- Cider and fruit juice—sold only by the producer of the fruit. Article 20C License from NYS Dept. of Agriculture & Markets for manufacturers/bottlers.
- Drinks—cider and fruit juice and herb teas blended by the vendor may be sold by the cup.
- Honey and bee products—produced and bottled/packaged by the vendor. If packaged at another source, proof of must be submitted to the Board of Directors for review. Article 20C License from NYS Dept. of Agriculture & Markets if additional ingredients are added to the products.
- Processed Foods—jams, salsas, pestos, preserves, etc—prepared by a regional vendor within 50 miles of Sharon Springs.
- 20C Exemption for NYS Dept. of Agriculture & Markets for non-hazardous foods only, including traditional jams, jellies and marmalades; candy (excluding chocolate); and snack items such as popcorn, caramel corn and peanut brittle.
- Article 20C License from NYS Dept. of Agriculture & Markets, prepackaged and labeled in accordance with NYS Food Labeling Law.
- In accordance with New York State law, home processing of canned fruits and vegetables is not permitted. All canned fruits and vegetables must be done under 20C License and vendor must be registered as a food processor.
- County Board of Health Permit if processing at the market; (i.e. cutting of baked goods to be sold by the piece, slicing of cheese to be sold by the pound; cooking and selling ready-to-eat-foods.
- Cheese and other dairy products—Yogurt, butter, sour cream; preference shall be given to vendors using milk produced by their own herd. Vendors buying milk are subject to review by the market. Please contact the NYS Department of Agriculture & Markets Division of Milk Control and Dairy Services for proper permitting process.
- Milk and Fluid Milk Products—Milk must be pasteurized and have proper permits from NYS Department of Agriculture & Markets Division of Milk Control and Dairy Services.
- Eggs—cleaned shell eggs maintained at 45 degrees F or less.
- Poultry— Article 28 License from NYS Department of Agriculture & Markets, if sold fresh, and maintained at 41 degrees F or less.
- Grain products—pancake mix, granola and other products from grain blended by the vendor.

- Maple syrup—processed by the vendor from the vendor’s own or rented sugarbush. Article 20C License from NYS Dept. of Agriculture & Markets if additional ingredients are added to the products (i.e. maple mustard, maple cotton candy, etc...).
- Baked goods—fresh baked and prepared from scratch by the vendor. . 20C Exemption for NYS Dept. of Agriculture & Markets if home baked, non-hazardous; ie bread, rolls, cookies, cakes, brownies, fudge & double crusted fruit pies. All other baked goods must come from a licensed NYS Department of Health facility.
- Fresh cut/dried flowers—grown by the vendor from seeds, plugs, dormant roots or bulbs or cuttings. Valid NYS Sales Tax permit required.
- Plants/Nursery Stock (included potted herbs)—grown by the vendor from seeds, plugs, dormant roots or bulbs or cuttings NYS Department of Agriculture & Markets Nursery Growers License and valid NYS Sales tax permit required.
- Fresh Cut Herbs and spices—grown by the vendor from seeds, plugs, dormant roots or bulbs or cuttings.
- Teas, herbs, spices and herbal vinegars—blended/prepared and packaged by the vendor. Preference shall be given to vendors who grow their own ingredients. Dried Herbs, spices and herbal vinegars require Article 20C License from NYS Dept. of Agriculture & Markets.
- Animal products—wool, fleece, yarn, feathers, down and untooled leather produced from animals owned by the vendor. Preference shall be given to vendors who process their own product. Valid NYS Sales tax permit required.
- Crafts—high quality craft items designed and executed by the vendor. Valid NYS Sales tax permit required.
- Antiques - Valid NYS Sales tax permit required.
- Services—at the discretion of the Board of Directors.
- Wine, Beer or Hard Cider—made from regional produce. Farm Winery Permit or other permit issued by the NYS Liquor Authority.
- Health and beauty products, soaps, etc- made locally. Valid NYS Sales tax permit required.

Goods offered for sale are expected to be of excellent quality. If a vendor offers inferior quality products, the vendor may then be asked to withdraw the item(s) or they should be labeled “seconds” and priced accordingly.

All goods for sale must be listed on the application and approved by the board of directors. If during the market season a vendor wishes to add a new product for sale, this must be pre-approved by the board.

Market Fees and Schedule:

It is vitally important to the success of the market that we have a number of core vendors who are present every week. For that reason, preference is given to vendors who are able to attend the entire market season.

The vendor fee for the 13 week season (July 16th through October 15th) will be \$75.00 and will include the 2016 Sharon Springs Harvest Festival. You must commit to coming every week to be included in the Harvest Festival weekend. Market Fees are non-refundable and is used to pay for insurance, advertising, signage, etc. (Note: if you sign up for the entire season, you must agree to attend The Market for both Saturday and Sunday of the Harvest Festival weekend.)

Vendors may apply to share a space, and therefore share the costs, as per the “collective agreement” noted earlier. If this is the case, the vendors should make this agreement together in advance of application if at all possible - The Market will not guarantee that we can find you a suitable vendor to share with. All vendors must be approved via the application process by The Market Committee. If you choose this option, it is your responsibility to ensure that all products are displayed regularly, equitably and within the appropriate space.

If you have any questions regarding the above rules and regulations, please do not hesitate to contact The Market Committee at sharonspringschamber@gmail.com or by phone at (518) 860-5513. Also see our Facebook page under Sharon Springs Market. Applications should be returned to the following address:

Sharon Springs Chamber of Commerce

P.O. Box 182

Sharon Springs, NY 13459

Or e-mail to: sharonspringschamber@gmail.com - For questions call: (518) 860-5513