

AUBURN FARMERS' MARKET OPERATING RULES

1. **Market Day, Time and Site:** The Market will be operated during the months of May, June, July, August, September, and October. The days of the market will be every Wednesday and Saturday during these months. The Market will not be held during the ACD Festival and the DeKalb Co. Fair. The Market hours will be 7:00 a.m. to 1:00 p.m. Selling will not begin before 6:30 a.m. and will end promptly at 1:30p.m. each market day. The market is located on 9th Street between Main St. & Cedar St. in downtown Auburn. Selling is to be done from the rear or front of vehicles backed into established parking places. Portable awnings may be used in designated parking spaces in front or rear of vehicle. Combined length of awning and vehicle is not to exceed 18 feet from the curb. No selling is to be done from the sidewalk side of the vehicle. No product is to be displayed on the courthouse lawn. All vehicles and display stands must vacate the market site no later than 2:00 p.m.
2. **Fees:** \$30.00 per seasonal pass. One parking space per pass. **Market Passes must be displayed to the public and market officials with vendor number visible.**
3. **DeKalb County Producer preferred but not exclusive to:** The market is open to any produce farmer/vendor, but DeKalb County farmers/vendors will receive special recognition for selling products, which they grow or produce themselves. This recognition of locally grown, fresh produce will be a central part of a marketing program. Your facility may potentially be visited by a representative of the Auburn Farmer's Market. **If you are a vendor that is a buying agent purchasing product wholesale and reselling that product to the public then you must disclose this information to the public and representatives of the market. You must also disclose to the public and market officials the name and physical address of origin of said product.**
4. **Products To Be Sold:** Fresh, high-quality fruits, vegetables, herbs, cut flowers, bedding plants, and potted plants may be sold at the Auburn Farmers' Market. Value-added products may be admitted at the discretion of market management.
 - 1) Baked goods may be sold at the market as long as the product has some form of easily visible vendor identification at the sales location and on the product package for the consumers' benefit. The product must also have an ingredient label since some consumers may be allergic to certain ingredients. In Indiana, civic and church groups (for bake sales) are exempt from enforcement inspections by the local health departments at events and markets if they a) have a tax exempt number, b) serve food for less than 14 days consecutively, and c) serve food at events or markets for 29 days or less each year.
 - 2) Eggs may be sold at the market as long as the product has some form of easily visible vendor identification (producer's name and address) at the sales location and on the product package. In the state of Indiana eggs must be refrigerated to at least 41degrees Fahrenheit or below and prepared under sanitary conditions with proper temperature constraints.
 - 3) Honey, maple syrup, sorghum and homemade jellies may be sold at the market as long as the product has some form of vendor identification at the sales location and on the product package for the consumers' benefit. The product must be properly and/or professionally sealed and must have an ingredient label since some consumers may be allergic to certain ingredients.
 - 4) **No fresh meat may be sold at the market.** Processed meat products may be sold at the market only if the following conditions are met: **a)** the product must be **professionally** canned and sealed from a processing facility **b)** the product must have an ingredient label affixed on the product and **c)** the product must have the vendor's name and address on the label.

- 5) Craft items may be sold at the market if the item is pre-approved by the market chairman.
 - 6) Any other item or product that is sold at the market that is not considered produce (as defined in ordinance #116.03) or that meet the above criteria must be pre-approved by the market chairman.
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5. **Commitment to Market:** Farmer/vendors should commit to specific dates and participate on a regular basis. Product availability may limit participants' beginning and ending dates; therefore, a schedule may be developed prior to the start of the market season documenting the farmer/vendor commitment to the Auburn Farmers' Market.
 6. **Space:** One vehicle will be permitted per vendor; all other vehicles must be removed from the immediate market premises unless a second market pass is purchased.
 7. **Signage:** Farmers/vendors should display the name of their farm/business and post prices for all items being sold.
 8. **Clean-up:** Farmers/vendors are responsible for cleaning all trash and waste within and around their allotted space during market hours and at closing times. No garbage facilities are provided.
 9. **Applications:** All new and returning farmers/vendors must complete an application each year listing the types of products to be sold during the season. This helps to correct any changes to a farm/business in the past year and also helps to ensure a good product mix will be offered at the Market.
 10. **Noncompliance:** The Auburn Farmers' Market reserves the right to refuse acceptance of any vendor or item that is not in keeping with the rules or quality of this farmers' market criteria and guidelines.
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VENDOR CERTIFICATION

By signing below, I certify that I have read, understand and will adhere to all applicable guidelines as stated in this document. I further understand that should I fail to comply with these specified guidelines, my participation in the Auburn Farmers' Market could be terminated.

Signature of Farmer/Vendor

Date