

# Pearland Farmer's Market Market Rules

## **Application Process:**

Vendors will be accepted based upon the needs of the market.

Vendors must sign and provide the following information with their application before their application is reviewed.

1. Vendor Application
2. Application Fee
3. Applicable Market Day Fees
4. Signed Indemnity Form
5. Signed Market Rules Contract

## **Vendor Requirements and Fees:**

Vendors must fit into one of the categories below:

### ***Farmer's and Grower's***

Vendors that grow agricultural products within 100 miles of Pearland

Example: Produce, Herbs, Eggs, Meat

\* Special Exceptions may be made in reference to the distance requirement, if the product cannot be grown within 150 miles of Pearland

### ***Value-Added Vendors***

Vendors, who do not grow their own ingredients, but obtain and process ingredients from within 150 miles of Pearland in order to create a product, such as a food or craft

Example: Seasoning Blends, Sausage, Jerky, Pickles

### ***Craft Vendors and Artisans***

Vendors who produce their own craft or art within 150 miles of Pearland

Example: Wood Carvers, Quilts, Candles, Bath Products

### ***Seller's Agents***

The Market does not allow reselling in general. The Market does allow Vendors to act as Seller's Agents for local growers, farmers, Craftsman, Artisans, and Value-Added producers if the producer fits into one of the above categories. Seller's Agents must submit a signed letter giving permission from the producer (farmer/grower/etc.) stating that the vendor is allowed to act as an agent of their farm or business. Sellers Agents must also have the producers (farmers/growers/etc.) information prominently displayed on the product. It must include the producers (farmers/growers/ etc.) name, location, and phone number.

### ***Green and Sustainable Living Products***

Vendors who are dedicated to promoting Green Living and Self-Sustainable Practices

Example: Organic Household Cleaners, Organic Fertilizers, Etc.

These Vendors will be accepted at the discretion of the acceptance committee

### **Required Fees:**

#### One Time Application Fee:

All Vendors are required to pay an Application Fee of \$25.00. The fee will help cover market insurance, advertising, etc...

#### Market Day Fee:

Vendors are asked to pay \$20.00 per market day. Additional Space is available. Each Vendor is allowed to purchase 1 extra 10x10 booth space for an additional \$10.00 if it is available. Discount Available for Vendors signing up for a half/whole season.

### **Permits, Licenses, and Insurance Policies:**

The Pearland Farmer's Market does not hold any responsibility or liability for Vendors. Please make sure you have any permits, licenses and/or insurance policies that you are required to have to sell or produce your products. Please be in compliance with city, county, state, and federal laws and health regulations. We do ask that you have a copy of all permits and licenses that your product requires at your booth on Market Days.

The City of Pearland Health Department requires all food and produce vendors to get a Farmer's Market Vendor Permit. This permit is \$75.00 annually and can be pro-rated. This breaks-down to roughly \$4.00 per market day.

### **Market Rules:**

1. Vendors agree to be respectful and kind to attendees and Famer's Market staff at all times. Any grievances will be brought to the Market Manager to settle at their discretion.
2. Vendors will not play music or the radio unless approved by the Market Manager since various entertainments will be held at the market.
3. Vendors will determine their own pricing and have prices clearly marked.
4. All Vendor Booth must have a sign. Signs are required to have the following information:
  - a. Farm, Grower, or Business Name
  - b. City in which the Farm or Business is located
  - c. Growing Process, if applicable
    - i. Conventional
    - ii. Certified Organic
    - iii. Free of Synthetic Chemicals
    - iv. Sustainable/Naturally Grown
    - v. Hydroponic

*\* Please refer to the following website for definitions:  
[www.ams.usda.gov/nop/nop/standards.html](http://www.ams.usda.gov/nop/nop/standards.html)*

5. Vendors are given a 10' x 10' area to set-up. Vendors must set-up in their assigned location. Vendors are responsible for providing their own booth needs. Example: Table, Chairs, Tent, Etc. **Tents must be secured in a sufficient manner** that does not damage the grass. (Ex. Sandbags, weights, Etc) A 4' – 5' walkway will be between each booth so that vendors may sell from 3 sides of their space. **Unsecured tents will not be allowed to stay set-up during the market.**
6. Booth Assignments are made by the Market Manager and are determined by what is best for the market as a whole.
7. All Vendors are required to provide a trash can for their booth. All trash must be removed from the vendor's booth space, before the vendor is allowed to check-out at the end of Market Day.
8. Vendors will only be allowed to set-up at the pre-determined time. All vendors arriving after set-up time will not be allowed to participate in the market and loses their fee for the day in question. Any Vendors that do not attend a market day they in which they have reserved a booth, is still responsible for that days booth fees.

Market Set-up: 7:00am- 7:50am Saturday morning

9. Vendors are not allowed to tear down until the pre-determined tear-down time, even if they have sold out of products. Exceptions can be made at the Market Managers discretion due to an emergency or weather.

Market Tear-Down: 12:00pm- 1:00pm Saturday afternoon

10. Vendors must check-in when they arrive at the Market with the Market Manager. Vendors are also required to check-out after they have removed all contents from the booth space.
11. Vendors agree to be honest and non-deceptive about their products, growing techniques, and/or processes to customers and market staff.
12. Vendors will not hold the market liable for any injuries or damaged products.
13. Vendor will not hold liable the Market for any fines received resulting from the vendor not obtaining the correct permits, licenses, or insurance policies.
14. Smoking is not allowed in Booth Spaces.
15. Vendors are not allowed to have pets in their booth if they are selling food of any kind.
16. Use of Illegal Substances or Alcohol is prohibited.
17. Vendors must park in designated "Vendor Parking Area" during the duration of the market. However, they may park closer during the pre-determined set-up time to unload.

18. Vendors must keep their booths clean, safe, and hazard free during the market. The Market Manager may ask the vendor to correct any unsafe or hazardous situation or activity. If the vendor does not comply, they may be asked to leave the market.
19. Vendors selling food or produce must have a hand-washing station in their booth. (Example: Could simply be a cooler with spigot for soapy water and a cooler with spigot of clean water with catch buckets underneath. ALL VENDORS ARE ASKED TO HAVE HAND SANTITIZER IN THEIR BOOTH.
20. BAY AREA HOMESTEADING (Market Managers) will have a booth in order to help raise funds to support the market. The booth will not sell any products that compete with other vendors.
21. Vendors selling by “weight” must have a Scales and Balance Permit from the Texas Department of Agriculture. As of 2009 the permit costs \$15.00 annually per scale.
22. Livestock sales. Please check with Market Manager as these are admitted on a case-by-case basis.
23. Only the Vendor or a vendor’s designated representative may check-in and out on Market Day. Any minor under the age of 16 must be accompanied by an adult at all times while working in the booth.
24. Booth signs may be no larger than 3 ft. x 10 ft. and may not be placed in the walkways.

### **Non-Compliance**

Non-Compliance of Market Rules will result in disciplinary action by the Market Manager. Such action could include exclusion from the market for a period of time or termination of participation of vendor indefinitely. See Appeals Section to protest disciplinary action.

### **Appeals and Grievances**

All Appeals and Grievances must be submitted to the Market Manager in writing. All appeals and grievances will be reviewed by a member of each of the following organizations, Pearland Parks and Recreation and Bay Area Homesteading, and action will be decided. All submitted grievances and appeals will be answered in writing within 15 days of submission date. Please place in sealed envelope and give to the Market Manager at Market Day.

Please provide the following in the written submission:

1. Vendors Name and Business/ Farm Name
2. Provide 2 contact phone numbers
3. Email Address, if possible
4. Mailing Address
5. Date Incident Took Place
6. Detail of Incident in Question.

**Market Dates and Times: 2011 Season**

Year-Round  
2<sup>nd</sup> and 4<sup>th</sup> Saturdays of each month  
(Some additional 5<sup>th</sup> Saturdays)

Set-up: 7:00am - 7:50am  
Market Hours: 8: 00am - 12:00pm  
Tear Down: 12: 00pm - 1:00pm

I, \_\_\_\_\_, agree to abide by the above rules for the Pearland Farmer’s Market. I understand that non-compliance can result in my exclusion from participating as a vendor at the market.

\_\_\_\_\_  
Printed Name of Company/Organization/ Vendor

\_\_\_\_\_  
Printed Name of Representative

\_\_\_\_\_  
Signature of Representative

\_\_\_\_\_  
Date

Contact Pearland Old Townsite Farmer’s Market:  
Market Managers: Bay Area Homesteading  
Cassie and Ron Mitchel  
Phone: (281) 804-4211 Email: info@bayareahomesteading.com  
Mailing Address: 5707 Tyler Street, Pearland Texas 77581