Edenton Farmers Market Guidelines 2026

General Guidelines

Vendor Participation and Selection

- Vendor participation is subject to the Board of Directors' approval.
    - Vendors cannot be refused participation based on race/ethnicity, color, creed, nation of origin, ancestry, citizenship, language, sex, sexual orientation, sexual identification or expression, age, handicap or disability, veteran status, political affiliation, or marital or familial status.
    - Vendors may be denied participation for reasons including, but not limited to, space limitations, quality of goods, duplication of products at the Market, poor business practices, repeated customer complaints, or unbecoming conduct.
    - Participation may also be denied for prior acts that are either contradictory to the values or the mission statement of the EFM or because of prior criminal acts or history related to any of the following: theft, larceny, embezzlement, or acts of a violent or predatory nature.
    - The Board is not required to furnish the prospective vendor with the reason(s) for denial.
    - A vendor applicant may submit a written appeal within 30 days of a denial for reconsideration. There is a maximum of one appeal per year.
- To maintain a welcoming environment for all patrons, the Board will not approve political and religious items for sale by vendors.
- Any new items an approved vendor wishes to sell must be reviewed and approved by the Board of Directors or its designated market representative.

Market Dates, Hours, and Operation

- The Edenton Farmers Market campus is a smoke-free environment.
- The market manager or designated market representative has full power to enforce all rules and regulations within the market area.
- The Edenton Farmers Market is open every Saturday year-round. Operating hours are 9am-1pm. Winter Hours: January, February, and March are from 10am to 1pm.

- The Market operates rain or shine but may close during severe weather.

- The regular Wednesday Market will start in July, end on the first Wednesday of September, and be open from 3pm to 5:30pm. Additional Wednesday markets may be held before Thanksgiving and Christmas if needed, the times to be announced.

- To provide the best experience for our customers, all vendors must be ready before the market opens and remain until closing time.

- Vendor space placement is subject to the manager or designated market representative's approval.

- Vendors are responsible for setting up their spaces in an attractive manner, keeping boxes and supplies stored from sight. Prices must be posted prominently. All baked goods are required to be covered.

- To maintain a welcoming and inclusive environment for all patrons, the Edenton Farmers Market Board will not allow political or religious items such as literature, promotional materials, or giveaways for display or distribution by vendors or other organizations.

- Vendors are responsible for providing their own tables, chairs, and tents and for setting up their spaces.

- Vendors are expected to clean up after themselves and leave their booth spaces and surrounding areas clean at the end of each market day.

- Market tables, tents, and other equipment may be available for use based on availability and the manager or designated market representative's approval. The vendor is responsible for the set up and breakdown of any Market equipment used and assumes responsibility for any damage incurred during use.

- Animals:

    - Pets are welcome on the Market campus but must be kept under the owner's control and appropriately restrained at all times.

    - Other animals (livestock, wildlife, etc.) must receive authorization from the EFM Board or its designee before being permitted on the Market campus; the EFM Board or its designee has final determination of whether an animal is a pet or not.

    - Animals shall not be permitted to hamper, harm, threaten, or intimidate patrons, vendors, volunteers, Board members, or other visitors.

    - The animal's owner is solely responsible for the actions and behavior of the animal and for any resulting damage or injury.

Market Fees

- No money is collected prior to approval of an application by the Board of Directors.

- A non-refundable annual vendor fee of $15 is due upon initial approval (at the vendor's first market) and must be renewed each March when the annual Vendor Waiver is signed.

- All money will be collected in person at each market.

- Vendors shall pay a fee of $15 per week, with the Wednesday after the Saturday counting as part of the week. There will be a $5 fee for just the Wednesday market if a vendor does not participate in the Saturday market. Fees may be waived by the manager or designated market representative.

- Vendors shall pay a $25.00 fee if only participating in festivals.

- Vendors must give **48-hours** notice of cancellation if not able to attend a previously confirmed market. If the vendor does not cancel 48 hours prior to a previously confirmed market, the applicable fee will still be due to the Edenton Farmers Market.

- For festival markets, vendors must give **72-hours** notice of cancellation, or the applicable festival market fee will still be due to the Edenton Farmers Market.

Product and Vendor Guidelines

- Everything for sale is encouraged to be home grown, home baked, or handmade. This includes farm produce, plants, flowers, baked goods, and other handcrafted goods as approved by the Board of Directors.

- Vendor products sold by the Market will be charged a fee.

Food Vendors

- Vendors are allowed to give samples of their products to customers as approved by the manager or designated market representative.

- Farmers who sell meat, poultry, and eggs must comply with North Carolina and Federal laws designed to ensure the meat and poultry products sent into commerce are wholesome, unadulterated, and properly labeled. The North Carolina Department of Agriculture and Consumer Services (NCDA & CS) enforces these laws.

- Any farmer who receives, stores, transports, and/or sells meat or poultry products must register with the NCDA & CS (North Carolina Department of Agriculture & Consumer Services). Sellers must have a copy of their inspection/license on file with the market manager or designated market representative.

- Vendors selling processed foods (for example, baked goods) must call the Albemarle Regional Health Services (Megan) at 252-338-4459 or email her at megan.hare@arhs-nc.org **AND/OR** the Department of Agriculture (919-733-7366; ask for a compliance officer).

- If selling a food item does not require an inspection, attach to the application correspondence (for example, an email) from the Department of Agriculture stating such.

Reselling

- If certain desirable food items are not available locally or in state, a vendor may offer such items at the discretion of the EFM Board. A vendor must obtain Board approval to sell said items in advance of a market.

- In general, only food items produced or grown in North Carolina will be approved for resale. If approved, the vendor shall submit upon request invoices to the market manager or designated market representative for verification of all food items purchased for resale sold at the market.

- Out-of-state exemptions may be given to local established vendors with proof of origin (i.e., receipt) for items not available in NC.

    - Requests should be made to the market manager at least 24 hours in advance of the market event.

    - All out-of-state products must be clearly labeled with original information via signage or individual item labels.

- Vendors cannot resell other vendors' items at the market.

Craft Vendors

- All crafts must be handcrafted by the vendor or a member of the vendor's farm or craft unit.

- Crafts must be the product of a home or cottage type industry. To be considered "handcrafted," the item must show evidence of manual skills obtainable only through a significant period of experience and dedication.

- Any new crafts must be reviewed and approved by the Board of Directors or their designated market representative.

I acknowledge that I have read the 2027 Edenton Market Guidelines for the Edenton Farmers Market, and my signature below indicates my agreement to abide by the rules, as stated.

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Signature Date