

**Rock Hill Farmers Market**  
**2024 Rules and Regulations**  
**LOCATION: 61 Glen Wild Rd., Rock Hill, NY 12775**

I. Mission Statement

- a. The Rock Hill Farmers Market promotes local and sustainable agriculture, increased consumer awareness, while enhancing the value of our community and economic opportunities for farmers, youth, small businesses and food artisans.

II. Membership Duties and Privileges

a. Eligibility

- i. Any individual whose goods are in compliance with the Rock Hill Farmers Market rules and regulations, Town of Thompson Code, the New York State Department of Health, the New York State Department of Agriculture and Markets, that wishes to participate in the Market is eligible to become a member of and a vendor at the market. Members are limited to farm and farm product producers within a 100-mile radius from Rock Hill, NY. Priority goes to Sullivan County residents for multiple product entries and the previous year's vendors.

b. How to become a member

- i. To become a member a person must submit a completed "Vendor Application" form with copies of all current, applicable licenses and permits. It will be the applicants' responsibility to determine which licenses and permits are required to meet state and local laws. An individual will not be allowed to participate in the Market before submitting a completed application to the market manager.
- ii. The application and the membership fee must be mailed by March 1st. The Market Manager may review late submissions.

c. Membership Fee

- i. Members must pay annual membership dues of \$50.00 to participate in the Rock Hill Farmers Market. Membership payment is due with the annual application for the current season. Dues are not prorated and nonrefundable once membership has been approved by the committee (unless you pre-pay for the entire season). The \$50 also goes towards the annual Rock Hill Business and Community Membership. **The \$50 Membership Fee is NON-REFUNDABLE.**

III. Market Location, Times and Dates

- a. The Rock Hill Farmers Market is located at 61 Glen Wild Rd, Rock Hill, NY.

b. Market date and time:

- i. Saturdays 10am-1pm (Vendors can arrive at 8:30AM)
- ii. June 1st – September 28<sup>th</sup>

IV. Market Operations

a. Products

- i. 75% of the farm products offered for sale must be grown by the member on lands or in production facilities they own or operate within the region. The 25% not produced by the member must be agricultural products not currently grown or

offered by any member at the market. Artisans must produce and sell 90% of their products unless approved by the Rock Hill Farmers Market Committee. The Rock Hill Farmers Market committee has the right to review and accept or reject products that member producers offer for sale at its sole discretion.

- ii. Items purchased for resale will be limited and allowed only with approval by RHFMM Committee. Proof of origin of resale goods is required and must be posted at market.

b. Stall Fees and Measurements

- i. Stall fees are \$20 and are due at the beginning of each Market Day attended.
- ii. Stall Fees Discount Program: If vendors pay in full for the market season a discounted rate will be given at \$275 for the entire season. This will include all stall fees for the season and the membership fee.
- iii. A standard stall is 10' x 10'

V. Vendor Acceptance

- a. All applications are reviewed and considered based on the applicant meeting the rules and regulations of RHFMM, as well as the following criteria:
  - i. Priority is given to Sullivan County farmers and producers who bring product to the market that is 100% grown and harvested on farmland that they own/operate.
  - ii. Priority is given to vendors who consistently deliver a fresh, flavorful, ripe, high-quality food to the customer. The vendor should also display food cleanly and offer strong knowledge of product as well as strong customer service skills. Consistency of vendor attendance is also a priority.
  - iii. Priority is given to applicants wishing to sell unique and unusual products and products not already in the marketplace.
  - iv. Priority is also given to vendors who have consistent attendance in prior years.

VI. Guidelines for all Vendors

- a. Producer Only
  - i. Members may sell only those products they themselves have helped produce according to paragraph V above. The sale of any goods not grown or produced by the seller, the reselling of goods, or the sale of goods that have been traded or bartered for is not permitted unless otherwise permitted according to paragraph IV above. All sellers must abide by and all products must comply with all applicable federal, state and local regulations.
- b. Brand Names
  - i. Products that are processed and sold under a brand name other than the vendors own are not allowed, unless it is a local farm product not available at the market, and approved by the Market Manager.
- c. Pets
  - i. Sellers cannot bring pets into the Market for health and safety reasons and per the facility.
- d. Noise
  - i. No hawking or amplified music by members is permitted during market hours of operation.

- e. Vendor equipment and Supplies
  - i. Each vendor is responsible for providing and removing any and all equipment and supplies at the Market. This includes signs, tables, chairs, products, and equipment utilized for clean-up purposes.
  - ii. Each tent must have weights. Each tent leg must have a weight that is a minimum of 20lbs.
  - iii. Vendors are responsible for cleaning up their space and leaving it in the same condition as when they arrived.
- f. Certified Organic
  - i. Only vendors with the property organic certification can advertise their products as organic. Organic vendors must provide the RH Farmer's Market with proof of organic certification.
- g. Signs
  - i. All vendors must display a sign indicating the name and location of their farm or business.
  - ii. If at anytime there is a discrepancy or misinterpretation regarding whether an item is organic or conventional, the vendor must display a sign noting whether the product in question is organic or conventional.
  - iii. All vendors that participate in the FMNP and/or SNAP program must display their participation sign.
- h. Cancellation
  - i. All vendors must call, email or text in advance if there is a need to cancel their stand on a given week at least 24 hours unless the cancellation is the result of an emergency.
  - ii. Vendors who are consistently absent may be removed from the RHFMM.

## VII. State and Local Regulations

- a. Members selling taxable items must display a valid NYS Certificate of Authority. State sales tax is collected on: candy (including maple candy), prepared meals, cut flowers, nursery products (including vegetable and herb plants), Christmas trees, wreaths, ornamental gourds, wine, art and all handcrafted items. Sales tax is not charged on: fruits, vegetables, cider, juice, honey, maple sugar, maple cream, baked goods, eggs and egg products, meat, and fresh cut herbs. If you sell any taxable items, you must file a Certificate of Registration with the NYS Sales Tax Bureau. (Call 1-800-972-1233 for information. For forms, call 1-800-462-8100.)
- b. Members selling nursery and greenhouse crops must display a valid NYS Nursery License.
- c. Members selling processed foods and other perishable items shall do so in compliance with the requirements of the NYS Department of Health and/or the NYS Department of Agriculture and Markets.
- d. Members selling wine, beer and hard cider must display a valid Ag and Markets approval or NYS Liquor Authority permit as applicable.
- e. Members selling by weight must have scales checked annually by an official of the Bureau of Weights and Measures. (The local inspector is Gerald T. Smith, 845-794-4680, ext. 614.) The weight given on packaged goods must be accurate.
- f. Members selling by volume are required to use standard size containers such as pint, quart, ½ peck, peck, ½ bushel and bushel.
- g. Members participating in the FMNP and/or SNAP program must display the appropriate sign.

VIII. Items for sale

- a. The sale of the following produce and products is encouraged: vegetables, fruits, grains, cheese, dairy products, meats, processed foods, jams and jellies and the like, prepared foods, fruit juices, wine, cider, baked goods, maple products, honey, plants, flowers, nursery products, eggs and poultry products, herbs, fish and domestic game.
- b. All applicable local, state and Association regulations must be followed when selling approved items.
- c. Produce and products offered for sale are expected to be of the highest quality. If, in the opinion of the Market Manager and/or the RHFMM Committee, a member offers inferior produce or products, the member may be required to withdraw the item(s).
- d. Produce and products must be priced clearly and displayed. Items not produced by the member must be marked according to source and/or locality.
- e. The RHFMM Committee approves all produce and products allowed to be sold at the market. The member(s) may sell only approved produce and products. Producers must sell only those products listed on the "Product Listing," they submitted as part of their yearly application package.
- f. End of the day discounting is not allowed. Willful and/or significant price undercutting is not allowed. As a guide, produce and products sold at the market should be priced above the level of current wholesale prices.

IX. Artisan Vendors

- a. The RH Farmers Market reserves the right to allow for a limited number of artisan Vendors. All products must be hand produced and sold by the vendor.
- b. What is not permitted:
  - i. Anything the artist did not have a direct hand in making.
  - ii. Anything that is being sold on consignment or purchased wholesale.
  - iii. Anything not meeting the standards of the Rock Hill Farmers Market.
  - iv. Anything commercially produced, assembled from commercially available parts, plans, kits, cast from commercial molds or craft like items.

X. Non-Edible Products

- a. **Animal Products**
  - i. Vendors may only sell animal products (e.g., down, feathers, fleece, untooled leather and wool) from animals they raise.
  - ii. **Wool, Fleece, Feathers and Leather.** Wool, fleece, feathers and leather may be processed off- farm so long as the Vendor only receives their own animals' product in return. Vendors may only sell crafted wool products they make from their own animals' wool or fleece.

XI. Food Vendors

- a. The RH Farmers Market reserves the right to allow for a limited number of Food Vendors, such as food trucks or coffee trucks. All food products must be produced by the vendor, with the exception of beverages.

XII. Alcohol Beverages, including wine, hard cider, beer, spirits and mead

- a. Vendors may only sell alcoholic beverages that they make; Vendors must press, blend, ferment, mature, distill and bottle beverages. Alcoholic beverages may only be sold by the bottle.
- b. **Alcohol Signage.** Vendors selling alcoholic beverages pursuant to Part III.F.3.b - "*Alcoholic Beverages*" must display all signage required by Law.

### XIII. Sanitation

- a. Clean Stand. All operations at the market must be sanitary. A Vendors assigned area (area includes the Vendors canopy, display, storage areas and vehicles) should be kept free from refuse and debris. At the end of a market day, Vendors must clean their assigned area and take home all refuse and debris.
- b. Samples. Vendors who offer samples of products must follow safe handling practices and guidelines. Samples must be covered to protect them from insects, dust and other contaminants when they are not being actively sampled by customers. Samples must be actively tended to by the Vendor and/or the Vendor Representatives.
- c. Placement of Edible Products. All Edible Products and packaging materials must be kept off the ground. At minimum, there must be a complete barrier between the product and the ground. Products must be protected from possible contamination.

### XIV. NYS Plastic Bag Ban

- a. All vendors are required to adhere to the 2020 NYS Plastic Bag Ban. Certain vendors are exempt from the ban. For more information visit the [NYS Department of Environmental Conservation website](#).

### XV. Code of Conduct

- a. **Statement of Purpose.** The Rock Hill Farmers Market is committed to providing safe and welcoming markets. We stand firmly against all kinds of hateful speech and behavior and firmly behind our volunteers, contractors, partners, Producers, community members, and other stakeholders, all of whom deserve to be treated with respect and dignity.
- b. **Ineligibility.** Vendors may be ineligible to participate in the Rock Hill Farmers Market if, in the determination of the Rock Hill Farmers Market committee, their behavior, whether at market or otherwise, would compromise the mission of or bring discredit upon the Rock Hill Farmers Market.
- c. **Inappropriate Behavior.** Behavior which may make a Vendor ineligible to participate in the Rock Hill Farmers Market includes, but is not limited to:
  - i. Intimidating, harassing, abusive, discriminatory, derogatory, or demeaning speech, materials, or conduct, particularly those related to sex, gender, sexual orientation, race, ability, age, cultural background, education, ethnicity, immigration status, language, nationality, national origin, physical appearance, economic status, or religion,
  - ii. Violence, threats of violence, or violent language or symbols directed against another person and/or
  - iii. Lewd or offensive behavior or language, including but not limited to using sexually explicit or offensive language, materials or conduct, or any language, behavior, or content that contains profanity, obscene gestures, or racial, religious, or ethnic slurs.

### XVI. Conduct at Market

- a. Vendor Accountability. Vendors are solely responsible for the conduct of their Vendor Representatives.
- b. Punctuality. Vendors and Vendor Representatives must arrive at least 30 minutes before the market opens. Vendors who arrive late may be denied admission with their vehicle

and assigned a different space at the discretion of the Rock Hill Farmers Market Committee.

- c. Appropriate Behavior. Vendors and Vendor Representatives shall be considerate and respectful to all Rock Hill Farmers Market Committee, volunteers, contractors, fellow Vendor, fellow Vendor Representatives, and all members of the community, and handle disagreements in a respectful manner.
- d. Unacceptable behavior from any Vendor or Vendor Representative will not be tolerated and will result in Violations, immediate suspension, or termination. Vendors shall notify Rock Hill Farmers Market Personnel of any unacceptable behavior.
- e. Rock Hill Farmers Market has the right to remove any Vendor Representative who engages in unacceptable behavior from the market at any time. Rock Hill Farmers Market does not, however, have any right to control a Vendor Representative's employment, contractor or volunteer status, or to intervene in any employment or other disputes between a Vendor and a Vendor Representative. A Vendor retains the sole right to make all decisions regarding the hiring, termination, and other conditions of employment, contractor, volunteer status or familial relationship for all Vendor Representatives.
- f. Unacceptable behavior includes, but is not limited to:
  - i. Intimidating, harassing, abusive, discriminatory, derogatory, or demeaning speech, materials, or conduct, particularly that related to sex, gender, sexual orientation, race, ability, age, cultural background, education, ethnicity, immigration status, language, nationality, national origin, physical appearance, economic status, or religion, Violence, threats of violence, or violent language or symbols directed against another person. Any physical assault or threat of physical assault will result in immediate removal and suspension from the Rock Hill Farmers Market.
  - ii. Boisterous, lewd, or offensive behavior or language, including but not limited to using sexually explicit or offensive language, materials or conduct, or any language, behavior, or content that contains profanity, obscene gestures, or racial, religious, or ethnic slurs,
  - iii. Inappropriate photography or recording, including, but not limited to, taking photos within the event environment for use on social media, without the prior permission of the individuals or owners of the content therein, and
  - iv. Failure to obey any Laws or directions given by Rock Hill Farmers Market Personnel.