

Ruston Farmers Market Goals

1. Provide high quality, fresh local produce on a weekly basis to the North Louisiana area and provide a direct-sales venue for area farmers, growers, and producers of local value-added products.
2. Create a safe gathering place in downtown Ruston in service of the community and local businesses.
3. Educate the community on the benefits of eating fresh, local produce and supporting regional agriculture.

The Ruston Farmers Market is a program of North Louisiana Farm Fresh, and as such is subject to the bylaws and board of directors that govern that organization.

Ruston Farmers Market Rules and Regulations

A. Eligibility Requirements: All persons who produce food and agricultural products, or approved arts or crafts, within the State of Louisiana are eligible to sell at the Ruston Farmers Market. Any questions about eligibility should be directed to the Market Manager.

B. Market Time:

- The market will be on Saturdays rain or shine; times as determined by the Executive Committee are currently 9:00 am to 1:00 pm.
- Vendors must be at the market no later than 30 minutes before opening for set up and inspection by the Market Manager.
- Vendors must have premises cleaned and vacated 45 minutes after market close or such time as the Market Manager deems appropriate.

C. General Rules:

1. **Definition of Vendor:** “Vendor” is defined as the producer of the goods sold and includes the spouse, siblings, children, parents, and employees of the vendor who assist in the cultivation of the product. All products sold must be grown or produced within 125 miles of Ruston, Louisiana. All products sold must be grown or produced by the vendors unless otherwise approved by the Market Manager as stipulated in the resale rule below.
2. **Resale:** Resale must be approved at least one week prior to market day by the Operations Manager, and can only be for those items produced within the State of Louisiana and **NOT** currently being grown and sold by other growers already participating in the market. For approval, the Vendor must provide verification of the farm from which the produce is bought. Upon purchase of the product, Vendor must provide a copy of the receipt to the Market Manager no later than the market day the products will be sold.
No resale of craft/art items or value-added products will be allowed. All questions concerning resale are to be directed to the Market Manager.
3. **Tax and Licensing:** Taxing and licensing is as determined by the State of Louisiana. Ruston Farmers Market is not responsible for any taxation or licensing requirements. The vendor is responsible for meeting Louisiana law and providing Ruston Farmers Market copies of the appropriate licenses, tax IDs, etc. Any questions should be directed to the Market Manager.

RUSTON
FARMERS MARKET
LOCAL FLAVORS, FAMILIAR FACES

4. **Permitted items for sale:** Items allowed for sale include raw vegetables and fruits and other produce, prepared food, and value-added products, seafood and meat processed ONLY from a facility that is licensed to process meat products from live animal for resale, approved arts and craft items as determined by the Market Manager. Requirements for value-added products are as pursuant to Louisiana law and as determined in the Food Handling Guide. Meat products produced in a home kitchen are NOT allowed. Any questions concerning what is accepted should be directed to the Market Manager. **It should be noted that at all times booth preference will be given to those vendors whose products are directly agriculture related.**
5. **Pricing, labeling, sales requirements:** The vendor is responsible for prominently displaying all prices for all products for sale prior to the opening of the market. Any value-added items, pre-prepared and packaged foods, eggs, seafood, or meat must be labeled with the following information pursuant to Louisiana law: **Farm/Producer Name, Email Address and/or Phone Number, Ingredients, and Weight or Volume; additionally, eggs must have the following, if not graded: “Unclassified eggs – Keep refrigerated below 41°”. All baked goods, candies, dried mixes, pickles and acidified foods, sauces, syrups, spices, jams, jellies, and preserves must be labeled with “Not produced in a licensed or regulated facility” if that is the case.** See *Simplified Version of Cottage Food Bill* on the Vendors page for more detail. All produce sales will be based on unit/container/bunch; scales will NOT be allowed at the market.

Each vendor will be responsible for providing the Market Manager with a list of items for sale EVERY WEEK BY NOON ON THURSDAY so that in may be included in the weekly newsletter.

6. **Vendor Fee:** All approved applicants who sell goods at the market are required to pay for the space they use. Vendors may pay a “month” or “season” at the rate \$20 per week for single booth and \$35 per week for double booth paid in advance by the month or season. Spaces may also be rented on a per week basis at \$22 per week for a single space or \$40 for a double space, but it should be noted that preference will be given to those vendors who have paid for the season or the month. Vendors receive a 20% discount if paying for the entire session. If a Vendor will miss one of their prepaid market days, that day’s fees will be forfeited.

See price chart on next page.

RUSTON
FARMERS MARKET
 LOCAL FLAVORS, FAMILIAR FACES

SESSION 1 PASS- 16 weeks January 11 – April 25			
Single Space		Double Space	
20% off \$20 a week = \$16 a week		20% off \$35 a week = \$28 a week	
Total:	\$256	Total:	\$448

SESSION 2 PASS- 18 weeks May 2 – August 29			
Single Space		Double Space	
20% off \$20 a week = \$16 a week		20% off \$35 a week = \$28 a week	
Total:	\$288	Total:	\$504

SESSION 3 PASS- 16 weeks September 5 – December 19			
Single Space		Double Space	
20% off \$20 a week = \$16 a week		20% off \$35 a week = \$28 a week	
Total:	\$256	Total:	\$448

PER MONTH MARKET PRICING			
Month	Weeks	Single Space - \$20	Double Space - \$35
January	3	\$60	\$105
February	5	\$100	\$175
March	4	\$80	\$140
April	4	\$80	\$140
May	5	\$100	\$175

RUSTON
FARMERS MARKET
 LOCAL FLAVORS, FAMILIAR FACES

June	4	\$80	\$140
July	4	\$80	\$140
August	5	\$100	\$175
September	4	\$80	\$140
October	5	\$100	\$175
November	4	\$80	\$140
December	3	\$60	\$105

Questions should be directed to the Market Manager or Treasurer.

7. **Hold harmless clause and insurance:** Each vendor is responsible for carrying his/her own product liability insurance if desired. All vendors agree to hold harmless the Ruston Farmers Market, North Louisiana Farm Fresh, and the City of Ruston for any loss, cost of damages or other expenses incurred.

8. **Vendor/Customer, Vendor/Vendor Conflict:** Any conflict, or potential conflict, which may arise between vendors, or between vendors and customers, must be brought to the attention of the Market Manager for resolution. Should further action need to be taken, the Executive Committee will address the issue for final resolution.

9. **Non-profit Organizations:** The Board invites non-profit organizations with missions related to farming, gardening, conservation, education, youth, and/or nutrition to participate in the Market. Application must be made in advance and approved by the Operations Manager. All rules apply but fees may be waived.

10. **Vendor Responsibility:** Products must be of sufficient quality. No food items can be stored directly on the ground. Any items requiring refrigeration as determined by the Food Handling Guide must be maintained at the determined temperature. Any food samples should **be covered and offered individually so as to prevent cross contamination.** Vendors must supply any tarps, additional tables, generators, or other items as needed. The Market will provide one 8' table per paid space. Vendors may drive up the driveways and the back area to unload on carts provided by the Market. As soon as vehicle is unloaded, please move it to make way for other vendors. Vendors are required to display a sign with their farm/farmer/vendor name. Vendors are responsible for keeping their area clean and free of food debris, pooling water, trash, etc. **If vendors have committed to a market day, they are responsible for informing the Market Manager in advance if, for any reason, they will not be able to attend by the Friday before market day. If a vendor misses multiple markets without notification, the Market Manager may take action as approved by the Executive Committee of the Board.** We believe that the Farmers Market should be a family endeavor for our customers, as well as our vendors. So we would ask that vendors who have young children accompanying them to please keep close tabs on your children. Bring some activities for them to do while the market is in session, and ask them to respect the spaces of other vendors. General courteousness and decorum will be expected.

RUSTON
FARMERS MARKET
LOCAL FLAVORS, FAMILIAR FACES

The Market Manager will verify all requirements, and Vendors have the right to appeal any decision to the Board.

11. **Farmers Market Nutrition Program (FMNP):** Only vendors approved by the State of Louisiana as participants in the Farmers Market Nutrition Program can accept FMNP coupons. Approved vendors must clearly display their FMNP sign. FMNP coupons can only be redeemed for fresh produce and can NOT be accepted for value-added or other products. The Ruston Farmers Market is an approved FMNP market. For more information on how to participate contact the Louisiana Department of Agriculture and Forestry at 985-345-9483.

12. **Ruston Farmers Market as a Vendor:** The Ruston Farmers Market reserves the right to sell items for benefit of the Market.

13. **Sole Discretion:** The Executive Committee of the Ruston Farmers Market reserves the right to make any and all decisions in the best interest of the market. The Executive Committee and/or Market Manager have the right to refuse any vendor. Vendors have the right to appeal to the Executive Committee and/or the board.

14. The application must be signed and submitted at least 2 weeks prior to participation in the market.

Any questions should be directed to the Market Manager Tom Faber (318)957-1305 or
info@rustonfarmersmarket.org
rev. 11/22/2019