

2023 MEMBERSHIP RULES/REGULATIONS –ARTISAN VENDORS

1. Members must read rules/regulations and bylaws and understand them as they apply to the products they offer for sale at FARM markets. Members may sell at any or all FARM market locations.
2. The annual membership (January 1 through December 31) is \$30 and is due before selling at any market. Additionally, first-time applicants must agree to a jurying process completed by the FARM board of directors at least two weeks before they expect to sell. A first-time, non-refundable \$35 inspection fee will be charged to help cover the cost of this process.
3. Only Tennessee residents are eligible for artisan membership. Members may sell only items they produce in Tennessee. No out-of-state or import products allowed. Only individuals may apply for membership.
4. Each membership is allowed one selling space consisting of two (2) parking spaces included in the annual fee. Additional selling space, consisting of two parking spaces, may be purchased for \$30. The fee is not subject to proration and is non-refundable.
5. FARM reserves the right to assign any and all selling spaces, but generally all selling spaces will be on a first-come basis. FARM also reserves the right alter space allotments for special events (e.g., Oak Ridge Lavender Festival).
6. No more than three canopies are allowed per member's total selling space. Each canopy leg must be secured, either with weights (15 pounds per leg) or by being tied securely to the vehicle. The market manager or a board member may ask that canopies be taken down in the event of severe weather or for canopies improperly secured.
7. Sales begin at 8:00 AM for morning markets and 3:00 PM (2:00 PM when daylight saving time ends) for afternoon markets. NO EARLY SALES, NO EXCEPTIONS. Pre-bagging is allowed.
8. Members may only sell products that have been made by the vendor and have been approved by the board of directors. No items may be bought and resold.
9. Priority for special artisan membership will be given to those who use wood, clay, metal, natural fibers, and other natural materials in their art. No items made from kits and/or plastics will be approved.
10. Members selling products with dried hemp (limited to CBD oil and tinctures, body oils, salves, lotions, soaps, and other topical body care products) must provide a state TDA license to grow, a current TDA Industrial Crop Inspection Report, and a Certificate of Analysis for CBD oil and/or dried hemp and will be required to apply for membership as both a farmer and an artisan. All product labels must meet state and federal requirements. Health claims are not allowed on labeling, and CBD oil cannot be sold as a nutritional supplement. No pre-rolled cigarettes, hemp vapors, or pipes. No out-of-state growers or processors will be permitted.
11. A commission (presently 5%) based on gross sales for each sale day must be paid to the market manager. Completed commission form and commission must be turned in each day of sale no later than 6:15 PM for afternoon markets and 12:15 PM for morning markets. Please write your name and date on the envelope provided.

12. All members are required to post their prices. No exceptions.
13. All products must be sold by the member, their immediate family member, or designated employee/s on behalf of the member after notifying market managers. If the family member/employee is under age 16, direct supervision by an adult is required. Employees must calculate and pay commissions for the active member each sale date. It is the responsibility of the active member to make employees and family members selling on their behalf aware of all rules/regulations and that they must adhere to them.
14. FARM requires a clear unobstructed walkway. Signs posted in the walkway or signs posted from canopies at eye level are prohibited and the market manager will ask that you remove them. Walkways should be kept clear to allow access by emergency personnel and vehicles.
15. FARM has a no-solicitation policy at our markets. Passing out flyers for business promotion, political advertisements, other festivals or events, and collecting signatures is not allowed. Vendors shall not distribute any printed materials at the market except flyers about their business/location.
16. Members are responsible for leaving their spaces clean. Bring a broom and receptacle if needed.
17. All complaints or grievances must be directed to the market manager. If he/she is unable to resolve the problem, it will be directed to the board of directors. Complaint forms are available from market managers or a board member.
18. Vendors in violation of market rules or bylaws will go through the following steps:
 - Verbal warning.
 - Written warning.
 - Suspension of selling privileges. Board of directors will determine length of suspension.
19. FARM's liability insurance policy does not extend coverage to an individual member's personal or product liability. Such insurance is the member's responsibility. For your protection, the board of directors recommends you consult your insurance agent and obtain coverage.

REVISED: 2022 December 17, 2022