

## **2022 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 F.A.R.M. markets.
2. The annual membership is \$30. Additionally, first time applicants must agree to a jurying process completed by the F.A.R.M Board of Directors at least two weeks before they expect to sell. A first-time, non-refundable \$35.00 jurying fee will be charged to help cover cost.
3. Renewal applications are \$30 until April 30. After April 30, renewal applications are \$40. New member applications must be received by April 15 for consideration. After that date, applications will not be considered for the current calendar year.
4. Artisans may only sell products that have had prior approval by the Board of Directors. No item that has not been approved may be sold.
5. Artisans may only sell items made by the vendor/ no products can be bought and resold.
6. 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 kits or plastics.
7. Only Tennessee residents are eligible for membership. They may sell only items they produce in Tennessee. No out of state/foreign or import products allowed. Only individuals may apply for membership. Artisan members may sell at any or all F.A.R.M. market locations.
8. Each member is allowed one (1) parking space. Canopies must have weights on all legs, or a combination of canopies tied to vehicle and weights on front legs. Required weight is 15 pounds per leg. If the canopy is not weighted securely or there is inclement weather, the Market Manager or Board Member reserves the right to ask that canopies be taken down.
9. 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, a Certificate of Analysis for CBD oil/and or dried hemp and will be required to apply 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.
10. 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 EXCEPTION. Pre-bagging is allowed if member chooses to allow this practice.

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 of 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. F.A.R.M. 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 emergency personnel and vehicles access.
15. FARM has a no-solicitation policy at our markets. Passing out flyers for business promotion, political advertisements, other festivals, or events, 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 his/her space 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. F.A.R.M.'s liability insurance policy does not extend coverage to individual member's personal or product liability. Such insurance is the responsibility of the member. For your protection, the Board of Directors recommends you consult your insurance agent and obtain coverage.

REVISED 4/13/2022