

Bardstown Farmers' Market Rules - 2024

The Bardstown Farmers' Market (BFM) is a registered Kentucky Proud market which runs annually from April to October. The BFM has elected a committee of volunteers, the Bardstown Farmers' Market Association (BFMA), who manage the market, enforce rules, and coordinate events.

Location: Farmers' Market Pavilion at 200 E Flaget St, Bardstown, KY 40004

Days / Times of Operation: The BFM will operate from 8:00 A.M. to 12:00 P.M. (noon), EST, on Tuesdays, Fridays, and Saturdays, April through October, regardless of holiday.

The 2024 season will begin with the first official market day on Saturday, 27 April at 8:00 A.M. and the last official market day at the Pavillion is Saturday, 12 October. The BFMA may coordinate off-season market dates inside the Civic Center (Nelson County Cooperative Extension Office), dates TBD.

Vendors who wish to continue utilizing the pavilion after the end of season will be responsible for coordinating with the BFMA and the city to ensure availability.

Rules:

- 1) All vendors are required to possess a City of Bardstown Business License, which must remain in good standing to participate in the BFM. This is a one-time \$25 fee. Licenses may be purchased at Bardstown City Hall, 220 N 5th St, Bardstown, KY 40004, (T) 502-348-5947.
New vendor applicants are encouraged to wait until approval is granted before purchasing a license.
- 2) Yearly BFM permit fees are as follows:
 - a) \$75 per space, regardless of location
 - b) Youth Vendor - fee waived*Pavilion spots will be first offered to the vendors who participated in the prior year's market, with preference granted to those with the highest attendance.*
- 3) Each application will be reviewed by the Board for approval, and must be submitted no later than 31 March for consideration. Vendors will be notified by 15 April of the Board's decision.
 - a) The BFMA will not deny membership based upon race, color, sex, gender identity/expression, sexual orientation, religion/beliefs, age, nor disability.
 - b) Incomplete applications or applications lacking proper documentation will cause a delay in processing.

- c) All individuals must meet the eligibility requirements as set forth in the Rules to be granted acceptance.

Participation in prior year markets does not guarantee acceptance.

- 4) Vendors offering food samples must have a Food Sampling Certificate and a hand-washing station, as applicable.
- 5) All vendors are expected to behave in a professional manner at all times while at the market. **No exceptions.**
 - a) There will be zero tolerance for yelling, unwanted physical contact with other vendors/patrons, destruction of property, hate speech, or acts of intimidation.
 - b) Any Member may be expelled by a majority vote of the Board for acts deemed harmful to the Market, patrons, and/or its Members.
 - c) Vendors will treat other vendors, patrons, and the Board with respect.
- 6) The BFM is a producer-only market. **Resale is not permitted.** All applicable certificates/licenses/registrations/etc. are required as listed. Products to be sold are limited to as follows:
 - a) Fruits and Vegetables
 - b) Baked goods, candy, fruit jam/jelly, fruit/pecan pies, maple syrup, etc.
 - i) Home-based processor certificate
 - c) Canned goods (salsa, pickles, beans, etc)
 - i) Home-based microprocessor certificate
 - d) Sprouts/microgreens, frozen fruits/vegetables, dairy, jerky, etc.
 - i) Commercial manufacturer
 - e) Eggs (no license is required for less than 60 dozen eggs per week)
 - f) Honey (no license is required for less than 150 gallons per year)
 - g) Meat, poultry, seafood, etc.
 - i) Prepackaged retail sales permit
 - h) Annual flowers/herbs, cut flowers, garden mums, vegetable transplants
 - i) Trees, shrubs, roses, perennial flowers/herbs
 - i) Nursery dealer license
 - j) Pet foods/treats
 - i) Must be registered with the Division of Regulatory Services
 - k) Cosmetics, lotions, balms, etc.
 - i) Commercial manufacturer
 - l) Homemade crafts, soaps, jewelry, etc.

Applications must be accompanied with all required documentation. Copies of expired or expiring licenses will be accepted as long as an unexpired license is submitted before the first Market. More information can be found on Page 4 of the Application.

- 7) The BFM is limited to producers, processors, and crafters in Nelson county and the surrounding counties - Anderson, Bullitt, Hardin, Larue, Marion, Spencer, and Washington.
 - a) Produce, plants, animal products, and other agricultural products must be produced on land the member, or their immediate family, owns.
 - i) Leased land is acceptable if a written agreement between owner and member is submitted.
 - b) The board reserves the right to make visits to a member's farm, kitchen, or crafting room as applicable to ensure compliance with rules.
 - i) Members will be notified of any board member's intention to perform a visit. Reasonable accommodations will be made by all parties involved.
 - c) Home-based processors must be "scratch bakers."
 - i) Utilizing pre-packaged brownie/cake mixes, cookie dough, frozen pies, pie crusts/filling, etc. is considered reselling by the board for all intents and purposes.
 - ii) No cream cheese icing nor buttercream frosting is permitted.
 - iii) Members may sell jams/jellies if they produced the fruits.
 - iv) Members may sell fruit pies, cobblers, etc. if they produce the fruits.
 - v) All items must follow cottage food laws and must be shelf-stable at room temperature.
- 8) Vendors must use **new plastic or paper bags** for each sale.
- 9) Vendors are responsible for cleaning their area at the end of the day.
- 10) Pricing must be clearly visible.
 - a) Vendors requiring a minimum purchase amount and/or charging a convenience fee for electronic payments must post in a conspicuous place.
- 11) WIC and Senior Program participants must display a sign stating "We Gladly Accept Kentucky Farmers' Market Nutrition Program Coupons/Check" that is clearly visible to all customers.
- 12) Vendors offering items for sale by weight must have an approved scale.
- 13) Vendors are responsible for collecting sales tax on taxable items.
- 14) Food items offered for sale (aside from produce) must be labeled as required.
- 15) Vendors are solely responsible for keeping their contact information up-to-date.
- 16) The BFM is a family-friendly environment, therefore profanity and vulgar language is prohibited.
- 17) No smoking, vaping, or using e-cigs at the vendor booths.
- 18) All grievances must be addressed with a board member to have the objection reviewed by the Board for resolution.
- 19) Vendors may begin selling no earlier than 7:00 A.M. Vendors are permitted to leave early as long as it is safe to do so.
- 20) Livestock sales are prohibited.