

AUBURN FARMERS' MARKET OPERATING RULES

1. **Market Day, Time and Site:** The Market will be operated during the months of May, June, July, August, September, and October. The days of the market will be every Wednesday and Saturday during these months except where noted.* The Market hours will be 8:00 a.m. to 1:00 p.m. Selling will not begin before 6:30 a.m. and will end promptly at 1:30p.m. each market day. On Wednesdays the market is located on East 9th street between South Main Street and South Cedar Street in downtown Auburn. On Saturdays the market is located in the city/county parking lots on East 7th street. Selling is to be done from the rear of vehicles in established parking places. Portable 10 ft. awnings may be used. Awnings must be weighted. Awnings may be extended from the vehicle but cannot encroach into parking spot next to yours. All personal and business signage must be in your allotted vendor space. No signage is to be in the right of way of walking patrons. Combined length of awning and vehicle is not to exceed 18 feet from the curb. No product is to be displayed on the courthouse lawn. All vehicles and display stands must vacate the market site no later than 2:00 p.m.
** The Market will be open on Wednesday leading up to the ACD Festival but it will not be open on Friday or Saturday during the ACD Festival weekend. The market will also not be open during the week of the DeKalb Co. Fair.*
2. **Fees:** \$40.00 per seasonal pass. One parking space per pass. **Market Passes must be displayed to the public and market officials with vendor number visible.**
3. **Who is eligible to participate?:** The market is open to any produce farmer/vendor that grows and/or purchases their product. The recognition of locally grown, fresh produce can be used as a central part of a marketing program. Your selling space/booth space may potentially be visited by a representative of the Auburn Farmer's Market and/or a representative of the DeKalb County Health Department. **If you are a vendor that is a buying agent purchasing product wholesale and reselling that product to the public then you must disclose this information to the public and representatives of the market. You must also disclose to the public and market officials the name and physical address of origin of said product.**
4. **Products That May Be Sold:** Fresh, high-quality fruits, vegetables, herbs, cut flowers, bedding plants, and potted plants (**provided these plants are not listed on the attached Indiana Invasive Plant List**) may be sold at the Auburn Farmers' Market. Value-added products may be admitted at the discretion of market management. These are the products and rules regarding Indiana House Enrolled Act 1309 (HEA 1309) which enables a Home Based Vendor (HBV) to produce foods that are not potentially hazardous at their home and sell these products at a farmers' market and/or roadside stand. **Home Based Vendors (HBV's) must obtain a food handler certificate from the American National Standards Institute (ANSI) and provide a copy to the local health department as well as have it available upon request from a regulatory agency.** A general list of the products that can be sold includes (and this list could change over time):
 - Baked items such as cookies, cakes, fruit pies, yeast breads, fruit breads, bars, and baguettes. No Pies containing cream, pumpkin, sweet potato, or squash are allowed.
 - Candies and confections such as caramels, chocolates, fudge, peanut brittle, chocolate covered fruits and nuts, bon bons, and buckeyes
 - Produce, such as unprocessed fruits and vegetables
 - Tree nuts and legumes (e.g. peanuts, cashews, almonds)
 - Pure honey, molasses, sorghum, maple syrup (No added ingredients)**
 - Traditional high sugar and acid fruit content jams, jellies, and preserves. (low or no sugar jam and jelly recipes and fruit butters will not be allowed unless they can be shown to have a pH less than 4.6. Also, adding tomatoes, peppers, and other ingredients to jams, jellies, and preserves makes the Health Department require testing and process analysis of the product to insure that the pH and water activity are not affected and the product is safe for the public).**
 - Mushrooms (it is recommended that wild mushrooms be certified in writing as to their species by a person competent to make such a certification)
 - Dried noodlesSome of the above products may be refrigerated or frozen for quality purposes.

PLEASE NOTE BELOW IN YELLOW...CANNOT BE SOLD AT THE MARKET

(If caught selling any unauthorized home canned items...you will be asked to leave the market immediately and not allowed to return)

Home “canned” acidified foods such as salsas and pickled beets, or home “canned” low acid products such as green beans, carrots, or corn cannot be sold by HBVs. Raw eggs, natural cheese, meat, and poultry CANNOT be sold by HBV’s without proper certification and/or license. Cut produce, such as cut melons, fruits, and tomatoes, are considered potentially hazardous and cannot be sold. Use of hot and mild peppers and tomatoes in products is not allowed due to increased health risk. The pH of many varieties of peppers and tomatoes are too high and can support bacterial growth. Pickles and sauerkraut cannot be sold by a HBV since these products are either potentially hazardous and/or cannot have a lid on them.

All of the manufactured food products must be labeled very specifically. Any food product provided by a HBV shall be labeled with the following information:

- The name and address of the producer of the food product
- The common or usual name of the food product
- The ingredients of the food product, in descending order of predominance by weight
- The net weight or volume of the food product by standard measure or numerical count
- The date on which the food product was processed
- The following statement must be provided in at least 10 point type: **“This product is home produced and processed and the production area has not been inspected by the State Department of Health.”**

This labeling must be present with and/or on the food at point of sale regardless of whether or not the product is packaged. Labeling or signage is not required for whole, uncut produce. A HBV food product which is not labeled with the above information is misbranded and may not be sold until the label is provided and corrected.

Sampling of a HBV food product being provided to consumers is not prohibited. The individual providing samples must “practice proper sanitary procedures”. These procedures should include at least:

- Proper hand washing with a hand washing station that must be provided; a hand washing station can be as simple as an adequately sized (2 gallons) thermos, coffee dispenser or other container with a nozzle that can be flipped open or closed containing potable water of at least 100°F, hand soap, paper towels, a waste basket, and a bucket (> 2 gallons) to catch the wash water
- Sanitation of the container or other packaging which contains the food using a sanitizing solution
- Safe storage of the food product, which would include protection during display and service, such as single portion service of samples for individual consumers (use of cups, tongs, and wax papers)
- Craft items may be sold at the market if the item is pre-approved by the market chairman. Products purchased and not hand made by vendor for resale MUST be approved by market chairman.**
- **Any other item or product that is sold at the market that is not considered produce (as defined in city ordinance #116.03) or that meet the above criteria must be pre-approved by the market chairman.**

5. **No fresh meat may be sold at the market.** Processed meat products may be sold at the market only if the following conditions are met: **a)** the product must be **professionally** canned and sealed from a processing facility **b)** the product must have an ingredient label affixed on the product and **c)** the product must have the vendor’s name and address on the label.

6. **Commitment to Market:** Farmer/vendors should commit to specific dates and participate on a regular basis. Product availability may limit participants' beginning and ending dates; therefore, a schedule may be developed prior to the start of the market season documenting the farmer/vendor commitment to the Auburn Farmers' Market.
7. **Space:** One vehicle will be permitted per vendor; all other vehicles must be removed from the immediate market premises unless a second market pass is purchased.
8. **Signage:** Farmers/vendors should display the name of their farm/business and post prices for all items being sold.
9. **Clean-up:** Farmers/vendors are responsible for cleaning all trash and waste within and around their allotted space during market hours and at closing times. No garbage facilities are provided.
10. **Applications:** All new and returning farmers/vendors must complete an application each year listing the types of products to be sold during the season. This helps to correct any changes to a farm/business in the past year and also helps to ensure a good product mix will be offered at the Market.
11. **Noncompliance:** The Auburn Farmers' Market reserves the right to refuse acceptance of any vendor or item that is not in keeping with the rules or quality of this farmers' market criteria and guidelines.
12. Once approved on your application for product(s) you are selling, you will not be allowed to add products or items to sell without prior market approval.