



UNIVERSITY OF GEORGIA
EXTENSION
Effingham County



2021 Cleveland Street Market Application

Dates: Each Tuesday in June 2021 (5 Total)

Fee: \$20/ Space

Contact Name _____

Business Name: _____

Mailing Address _____

Phone number _____ Email _____

Please indicate the number days you would like to attend:

June 1st _____ June 8th _____ June 15th _____ June 22nd _____ June 29th _____

Each date will cost \$20.00 per 10 x 10 spot. Vendors committing to all 5 dates can receive a discounted rate of \$80. Spaces will be limited.

Please give a brief Description of your booth and/or the type of items you will be selling:

RELEASE:

The undersigned hereby releases, and forever discharges, and holds harmless the 2021 Cleveland Street Market and its associates of and from any and all manner of actions, suits, damages or claims whatsoever arising from any loss or damage to the property of the undersigned while in the possession or supervision of the 2021 Cleveland Street Market and hereby consents to the enforcement of the Market rules as set down in the attached guidelines. No refunds will be given due to weather or personal circumstance. The undersigned releases one-time rights of any photos or reproductions given to the Market for reproduction to use to publicize and promote the Market. By initialing below, I acknowledge that I have read the attached market rules and guidelines fully. I understand the restrictions for the booth space I have chosen. I understand that this is a juried event and this application does not guarantee admittance to this event.

Applicant's Signature _____ Date _____

Mail this completed application and payment to the address below. Additional copies can be found online at www.ddaSpringfeildGA.com/Market. Make checks payable to "Springfield DDA". Payments can be dropped off during business hours, or in the overnight drop box at Springfield City Hall, located at 130 S. Laurel Street, Springfield. Mailed payments can be remitted to:

Springfield DDA
 PO Box 1
 Springfield, GA 31329

RULES OF THE SPRINGFIELD MARKET

*The Springfield Market is sponsored by the
Springfield Downtown Development Authority and the Effingham County Extension*

MARKET DATES/TIMES:

Weekly from 3:00pm-7:00pm each Tuesday in June

Starting June 1st, 2021 through June 29th, 2021

Farmers Market Fee: \$20.00 per day or \$80.00 for 5 days

VENDOR SELECTION

Vendors for the Springfield Market will be “juried” in (pre-selected) by the Vendor Review Committee focusing on: product quality, the Springfield Market mission, Market mix, and prior Springfield Market vendor history (if any). Duplicate products may be denied. Springfield Market vendors who have not adhered to guidelines and policies in the past may also be denied. Priority will be given to those farmers, producers, and artisans whose products are 100% locally grown or produced, display any unusual or unique characteristics, and/or offer product variety to the Market.

Since a wide product mix is desired, vendors will be selected based on the following product categories: 70% produce, cut flowers and plants; 20% prepared and value-added goods; 10% crafts/artisan-type goods. (Product mix may be adjusted based on seasonal-growing fluctuations and other factors.) Vendors may be approved as full season, monthly, bi-weekly (every other week), and weekly, or “one-time.”

Those vendors who have duplicate products may be put on a waiting list, and fill in as standby or last-minute vendors when full season and monthly vendors cannot attend.

VENDOR SETUP

Setup: 2:00pm to 3:00pm

Take down: 7:00pm to 8:00pm

Market Manager:

Blake Carter - (912) 754-8040

Market Coordinator:

Erin Phillips – (912) 754-7617

Additional Info:

Page 2 - Allowable Products & Labeling

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Allowable Products:

Products which can be sold include:

- Any vegetable grown by the seller from seed, sets, seedlings or other propagation method
- Any fruit, nuts, and berries grown by the seller from trees, bushes, or vines on the seller's property
- Any plant grown by the seller from seed, seedling, transplants, cutting or other propagation method, but must have a live plant license
- Eggs (Governed by Georgia egg law) Must have Candler's License
- Honey produced by the seller's bees
- Cut or dried flowers grown by the seller
- Crafts may be sold, provided the crafts are homemade, and fit the general theme of the Farmers Market.
- Baked Goods
- Jams, Jellies
- Meat products (Must have met standards and regulations for mobile Meat License).

Products that CANNOT be sold include:

- Products that are governed by specific Federal and State laws.
- Dairy products (Governed by Georgia dairy law)
- Low Acid/Acidified foods (Canned Vegetables, Pickles, Salsa etc.) unless the producer is licensed (meets all requirements) and has completed The Better Process Control School.
- Organic Products from growers without an organic certification cannot be sold as Organic. (Organic produce must be certified)

Vendors may sell only those products applied for and approved on their application. Products may be added at a later time only with permission from the Market Manager.

Sampling of products will be allowed, provided they follow the rules listed in the Vendor Guidelines.

Product Labeling:

All processed products should be labeled with:

1. The Common Name of the food.
2. The Name/Address/Phone Number of the person who made the item.
3. A list of Ingredients with the common name of each ingredient.

Product Sampling:

A. Setup Requirements:

All booths providing samples must have:

1. Potable water container with a downward facing spout (for hand and produce washing)
2. Non-absorbent cutting board
3. A knife used exclusively for sampling
4. 1% chlorine solution to clean knife
5. Liquid soap dispenser for hand washing
6. Single use paper towels
7. Sneeze guard to cover samples
8. Tooth picks, tongs and plastic gloves for handling samples
9. Bucket to catch water
10. Utensil and hand washing water shall be disposed of in a facility connected to the public sewer system

B. Actual Sampling Requirements:

1. Hands must be washed before preparing samples
2. Produce; wash in cool water before preparing
3. Scrub if possible
4. Samples must be prepared out of reach of customer
5. Prepared samples must be kept covered out of reach of customer and handed to customer with toothpicks or tongs.
6. Minimize bare hand contact with produce (use gloves or tongs)
7. Keep samples refrigerated or on ice until service
8. Discard samples after 2 hours
9. Discard after 1 hour if above 90°
10. Covered trash must be available to discard samples and toothpicks

Springfield Market Rules:

Failure to follow Market rules may result in dismissal from the market.

1. A small amount of resale of locally grown produce may be allowed only when vendors bring goods from neighboring farms and only with prior permission from the Market Manager. Vendors must be Prepared to supply the grower's name, address, and phone number should this occur.
2. Intentional deception of a product's origin is cause for termination.
3. All food items must meet state and local health regulations. All produce must be top quality.
4. No animals may be sold or given away at the market.
5. No pets allowed in the market.
6. Vendors will use signage at their stalls listing the name of their business, location, and product name, and variety. All prices must be clearly posted.
7. Vendors will provide the following for their use: tables, chairs, tablecloths, scales, bags for customers, extension cords and etc.
8. Vendors are responsible for maintaining their spaces in a clean and sanitary condition, and are responsible for sweeping and disposing of any debris at the close of business. All agricultural waste must be taken away. **Failure to do so can result in removal of vendor from future markets.**
9. Sellers should not move their vehicles in or out of the market area during Market time. (if you must leave early do not bring your vehicle into the market area)
10. Vendors will be assigned stalls, if vendor is unable to attend a Market day, vendor must contact the Market Manager as soon as possible so the stalls may be used for another vehicle or purpose.
11. Representatives of certified farmers may sell their produce of the certified farmer at the market provided that the representative provides a signed authorization of said representation on the day of sale.
12. Children, must be supervised by an adult, to be allowed to be involved in sales at the vendor's truck. (Children are not to be left alone)
13. NO ALCOHOL / NO TOBACCO use allowed.
14. Vendors will be allowed to sell from their trucks and no permanent structures will be allowed.
15. Display tables may be used but must be transported out of market facility at close of Market.
16. Disputes will be resolved by the Market Board and no discussions of conflicts will be allowed during market hours.
17. The Market manager has the authority to prohibit the sale of any product that does not conform to market standards.
18. Vendors may not sublet stall space or share it with another vendor unless they have received permission from the Market Manager.
19. Vendors are required to keep their products, chairs, tables, and equipment inside their stall boundaries.
20. No end of market discounts
21. All scales used must be inspected (unless approximate weight).
22. Vendors are responsible for complying with all applicable tax laws.
23. All concessions – will be regulated by the market manager. No prepared food or drinks are to be sold by unapproved vendors.
24. All Market Promotional Materials will be controlled by the Market Committee and no outside promotional material will be allowed. (i.e. T shirts, Hats, etc.)
25. Sellers of Produce should post a sign stating, that the produce has been field harvested and must be cleaned before serving.