



HISTORIC MARION REVITALIZATION ASSOCIATION MARKET VENDOR RULES AND RESPONSIBILITIES

HISTORIC MARION REVITALIZATION ASSOCIATION (HMRA) MISSION STATEMENT: To preserve, promote, and stimulate the historical appearance and the economic vitality of Historic Downtown Marion, South Carolina.

OBJECTIVE: To create an opportunity for local growers, food, and craft artisans to sell directly to the public. Ultimately, HMRA seeks to create an atmosphere that adds energy and vitality to the downtown district and encourages residents and visitors to patronize downtown businesses and stimulate the economic vitality of Historic Downtown Marion, South Carolina.

With the mission statement of HMRA in mind, this market encourages value added products. Value added products are defined as products that are grown, prepared and/or created by local residents.

SCHEDULE: Historic Marion Revitalization Association will hold markets every first, third and fifth Saturday through the market season from 10am-2pm.

MARKET MANAGER: The HMRA Farmers Market manager will be tasked with interpreting and enforcing the Vendor Rules and Responsibilities. With consultation with the HMRA board in regard to step 2 and step 3 violations.

ALLOWED VENDOR PRODUCTS:

- Farmer/ Grower (produce only): category accommodates a grower of raw, unprocessed produce, plants, and flora raised within 100 miles of Marion, SC. **No reselling is allowed.** Products must be raised on the applicant's farm or leased land.
 - Documentation needs to be provided at time of application submission and on hand at vendor booth. (Photo and written documentation)
 - **No Reselling from wholesalers, grocery stores or 3rd party vendors allowed! Zero Tolerance.**
- Mixed products (produce and processed food or craft): category accommodates vendors who sell products AND processed foods or craft. Select this category for meat, honey, dairy, jams and other products if the base ingredients of the product come from items raised on the applicant's farm/land. It is important to note that all crafts in this category must fit the guidelines, and that mixed-product vendors are involved in both areas of production.
 - ****same documentation rule as above.**
- Food (either packaged or prepared for immediate consumption): Packaged food products must be prepared and packaged in kitchen in accordance with cottage laws and sanitary conditions. Prepared food vendors cook and serve on site for immediate consumption and done in accordance with health and sanitary state standards.

- Baked goods: products prepared and packaged in a kitchen in compliance with South Carolina or North Carolina cottage food requirements.
- Art and Craft: Craft items must be handmade, original works by the seller or family member. Craft items must be original, unique work or design. The starting material must be significantly altered by the artisan. Only craft items listed on vendor applications may be sold. Photography is included in this category.
- Non-Profit Organization: local non-profit organizations defined and located within Marion County will be charged at half the rate of a normal vendor fee.
- This market is 100% make, bake, grow or raise- All vendors at the market must adhere to this policy. Mass produced goods that have been repackaged or manufactured goods which have been assembled are undesirable. Please do NOT apply if you are a multi-level marketing company, or do not produce your own product or craft by hand.
- Vendors may not sell any items not approved or declared in their Market application. Market staff has the right to ask vendors to remove unapproved products. Approval from the Market Manager is required before any products may be added to a vendor's booth that varies drastically from original application during the course of the season.
- See guidelines: https://agriculture.sc.gov/wp-content/uploads/2024/07/SCHome-basedFoodProductionLawBook2024_digital.pdf

PRODUCT OVERLAP: Priority is given to local vendors defined as vendors operating within Marion County. Vendors from outside the local area are encouraged to participate in the market as long as their products complement the market.

APPLICATION FEE: All vendors are encouraged to be currently registered members of HMRA. Application fees are waived for vendors that are currently registered HMRA business members. For non-members, a \$40 application fee is required for the market season, which runs March through November of the current year. A \$10 fee is required for a one-time pop-up market.

FOOD SAFETY: Each vendor selling fresh produce, prepared foods or food products must have appropriate certification per local and state requirements. Documentation must be submitted with applications and will remain on file.

TAXES: Vendors are responsible for their own taxation obligations.

INSURANCE AND LIABILITY: HMRA recommends that all vendors carry their own liability insurance. HMRA is not responsible for any loss, theft or damage to vendor, vendor merchandise, displays or products at any time while in attendance at the market.

PARKING: All vendors are asked to park in the parking lot behind the Main Street Commons and reserve Main Street parking for shoppers. You may unload behind the stage quickly to set up your vendor station but please move your car after unloading promptly to the parking lot located BEHIND the market commons.

CANCELLATIONS: Two missed markets with no notice after committing to a "spot" and the vendor may subject to a violation. Subject to certain circumstances and situations.

MARKET OPENING AND CLOSING: All vendors may arrive as early as 8:00 am to set up. You are not allowed to come the night before, lay claim, or set up before this time. Violation of this rule will result in a warning from the Market Manager and may result in asking to leave the market. Taking down of vendors booths does not begin until the closure of the Market at 2pm without prior approval. Vendors are required to pack and clean out any trash, equipment, and/or personal belongings at the end of each market day. Selling areas should be left as you found it, free of trash debris, etc.

VENDOR CONDUCT: Vendors must conduct themselves in professional and courteous manner. Please direct concerns about fellow vendors and patrons to the HMRA Market Manager.

VENDOR RESPONSIBILITIES:

- Vendors are responsible for providing their own equipment. All canopies are required to be properly secured.
- Price, terms of sale, etc. are between the buyer and seller only. Prices must be posted for all items sold at vendor booths. Vendors will determine the prices for products sold, but HMRA requests that vendors maintain fair retail market pricing.
- There are NO assigned, entitled, or privileged spots. Each spot in the market commons area is open to all vendors to set up as they arrive. NO CLAIMING, SAVING, OR SETTING UP prior to 8am the morning of market. **(Claiming/saving is defined as placing folded up pop-ups, tables, chairs or any vendor property in a given spot prior to 8am)**
- Stall Appearance: Vendors are responsible for the safety and appearance of their market stall. Quality signage, creative displays, and an orderly presentation is required.
- Garbage: All vendors must remove their own garbage at the end of the day. On site garbage receptacles have limited space so vendors should not depend on these for trash clean-up.
- Electricity is limited and priority will be given to vendors requiring electricity for food storage or serving.
- All pets must remain on a leash and distant from all food vendors.

VIOLATIONS: Violations will be noted by the market manager. Offenses are recorded on Notice of Violation Non-Compliance Forms as follows:

- 1st offense: Written Warning
- 2nd offense: Second written warning + monetary fine
- 3rd offense: Vendor may lose the right to sell at HMRA Markets.