

Join Main Street Clinton for its 2024 season of the

FRESH AT FIVE

FARMERS MARKET

Vendor Guidelines & Application

June 4, 11, 18, 25
July 2, 9, 16, 23, 30
August 6, 13



2024 Vendor Guidelines and Application

Fresh at Five Farmers Market

The Fresh at Five Farmers Market is a project of Main Street Clinton, a non-profit devoted to the revitalization of Clinton's historic downtown business districts. The open-air markets take place on the historic brick streets of Olde Towne Clinton. With a country fair flavor, the market will provide a venue for regional growers and producers to market fresh goods and products to consumers in a community friendly environment.

The Fresh at Five Farmers Market promotes the sale of locally grown produce. **Items sold must be grown or produced by the vendor, the vendor's family member, or an employee of the vendor.** Farmers may sell limited amounts of products from neighboring farms at the discretion of the Main Street Clinton Director. This must be disclosed on the application and approved prior to arrival. No resell of produce or goods obtained commercially is allowed. The Main Street Clinton Director reserves the right to refuse any vendor.

Growers are required to register with the Mississippi Department of Agriculture and Commerce Produce Safety Division. A Produce Safety Rule Exemption Application, original or annual renewal, must be filed with the Department before participation. Please submit your form to the Department using this link,

Appropriate signage as proof of registration must be displayed and can be provided by Main Street Clinton upon acknowledgement from the Department of Agriculture.

Permitted Items for Sale

All products must be produced by the vendor and should fall into two general categories:

Category 1: grown/raised agriculture products such as raw fruits and vegetables, edible plants/mushrooms, eggs, honey, shelled peas and beans, spices, grains, herbs, grown plants, fresh cut flowers and foliage, fresh/frozen meats and seafood, etc.

***Visit <https://www.mdac.ms.gov/bureaus-departments/farmers-market/permit-requirements/> for details.**

Category 2: edible products such as baked and canned goods, including herbal oils and vinegar, pastries, cookies, cakes, cheese cakes, chocolates/candies, breads, fruit syrups, jellies, jams, sandwiches, pies, homemade pasta, fresh juice and cider, fresh dairy products, cheese, canned and pickled products, etc.

***See below for further regulations.**

***Category 2 Vendors: Cottage Food Operations**

Vendors without licensing and selling non-raw goods will be identified as a cottage food operation. Cottage food vendors must label each item according to the laws set by the Mississippi State Department of Health. Each label must contain the product name, business name and address, ingredients, net weight, allergens, and the statement, "Made in a cottage food operation that is not subject to Mississippi's food safety regulations." Vendors must submit a copy or a photo of this label to Main Street Clinton along with the application. For more information about cottage food operations, visit Cottage Food FAQs at

<https://www.mdac.ms.gov/bureaus-departments/farmers-market/permit-requirements/>

Activity Schedule

Fresh at Five Farmers Market

Tuesday evenings, weekly throughout the growing season; market begins on June 4 and ends on August 13.

Market hours: 5:00 p.m. – 7:00 p.m.

Set-up time: No earlier than 4:00 p.m.

Clean-up: 7:00 p.m. – 8:00 p.m.

Market Dates

June 4, 11, 18, 25

July 2, 9, 16, 23, 30

August 6, 13

Reserving a Booth Space/Vendor Approval

Thank you for your interest in becoming a vendor at the Fresh at Five Farmers Market in Clinton. We encourage your participation and have outlined the following procedures to make it enjoyable and profitable for you. Please read the information carefully and fill out the attached vendor application. Return the application with payment. Booth space will be available on a first come, first served basis.

Booth Space Logistics and Rent

- Regular market booth rental is \$10.00 per market.
- Booth spaces are limited to a 10'x12' space. Any additional space requested will require an additional \$10.00 rental per booth space.
- Limited electricity is available. Priority will be given to vendors whose products require electricity. Arrangements must be made in advance and specified on the application. The Fresh at Five Market Manager has the right to limit electrical devices. Proper refrigeration for food products is required. Vendors must provide electrical cords and must duct tape the cords to the sidewalks for safety.
- Use of generators is allowed only if the noise level produced does not interfere with interaction between vendors and shoppers.
- Tables, chairs, and tents are the responsibility of the vendor.
- Vendors can display products on their tables facing the public or on a back bar (if needed), but not on the ground or in back of vehicles. Canopies, tents, or umbrellas are encouraged. Vendors are responsible for creating an attractive display and making their booths look professional. All tables should be covered with a tablecloth.
- Firearms, alcohol, and drugs, are strictly forbidden. The Fresh at Five Market is a non-smoking event.
- No radios or other noise generating electronic devices are allowed.
- Vendors must stay for the entire market. Leaving before 7:00 p.m., the end of market, is not allowed and could result in vendor expulsion from the market for the remainder of the season.
- Booth rental fees are non-refundable. Failure to show for reserved space without prior notice to the Main Street Clinton Director or Fresh at Five Farmers Market Manager may result in the denial of future booth rentals.
- Cancellation of market due to weather or other conflict is at the discretion of the Main Street Clinton Director and/or the Fresh at Five Market Manager; booth fees will not be refunded.

Procedures for Set-Up

Vendors should not begin set up until 4:00 p.m. when Main Street staff is onsite. Out of courtesy for business and their patrons, **vendors must not at any time block the entrance to any Olde Towne businesses.** Jefferson Street traffic should travel one way, north. Vendors should drive onto Jefferson Street heading north, unload merchandise, move their vehicle, and only then, set up the booth. If additional time is needed, vendors must notify the Main Street Clinton Director or the Fresh at Five Farmers Market Manager in advance. All set-up must be completed and vendors must be ready for business at 5:00 p.m. Vehicles must be moved out of the market area by 4:45 p.m. Parking is available on parallel streets. Please leave parking spaces close to the market free for shoppers.

Procedures for Clean-Up

Vendors must clean up their areas at the end of each market. Vendors should pack up the entire contents of their booth before pulling vehicles into the market area. **For safety, do not bring your vehicle into the market area until after shoppers leave the area at closing time.** Again, all traffic entering Jefferson Street will be one way, north. All vendors should be clear of the market area by 7:00 p.m. and no later than 8:00 p.m. Vendors should not use public trash receptacles for disposal of boxes or other refuse. Remove your trash from the premises, please.

Health Regulations

Vendors are responsible for any necessary permits. Refer to Forms at <https://www.mdac.ms.gov/bureaus-departments/farmers-market/permit-requirements/>.

Seafood vendors are required to have and display a current commercial fishing or selling license with the application.

Cottage food operations must submit a copy of all labels along with the application.

Vendors who sell food expected to be consumed onsite will submit a copy of their food permit and a copy of liability insurance with the application. Copies of your food permit should be displayed at your booth.

Hold Harmless Clause

All authorized vendors participating in the Fresh at Five Farmers Market shall be individually responsible for any loss, personal injury, deaths, and/or damage that may occur as a result of the vendor's negligence or that of its servants, agents, and employees. All vendors hereby agree to indemnify and save the Fresh at Five Farmers Market and Main Street Program harmless from any loss, cost, damages, and other expenses, including attorneys' fees, suffered or incurred by the Fresh at Five Farmers Market by reason of the vendors' negligence or that of its servants, agents, and employees, provided that the vendors shall not be responsible nor required to indemnify the Fresh at Five Farmers Market for negligence, its servants, agents, and employees. Because no insurance is provided to participants in the Fresh at Five Farmers Market, each vendor must carry his/her own product liability insurance if so desired.

Sales

Vendors selling produce are not required to pay Mississippi Sales Tax if they are the grower and the Fresh at Five Farmers Market is their first point of sale.

Photo Release

Vendors at the Fresh at Five Farmers Market may appear in pictures taken for publication by Main Street Clinton employees, members, or the general public. By signing the application below, vendors agree to have themselves or their products photographed and printed in Main Street Clinton publications or posted on Main Street Clinton affiliated websites and social media outlets.

Other

Upon occasion we receive requests for vendor contact information from journalists writing promotional articles for our market as well as customers interested in making direct purchases. By signing the application below, vendors agree to the sharing of information as it relates to the promotion of the market or the vendor himself/herself.

Questions

Contact the Main Street office at 601.924.5472 or email us at mainstreetclinton@clintonms.org.

Online Registration

Online applications may be submitted via our online portal.

Fresh at Five

2024 Vendor Application

Name _____
 Address _____
 City _____ State _____ Zip _____
 Phone _____
 Email _____

For Fresh at Five Market Administration use only.

No. of Booths _____ Electricity _____
 Products _____

Market Date(s)	Payment Type	Amount	Date of Payment

Please provide a brief list, describing as necessary, of each of the items you wish to sell.

No retail or resale items are permitted. Request to sell produce not grown by the vendor must be approved by the Main Street director before market.

Number of 10' x 12' booth spaces requested per market date: ONE TWO MORE _____

Will you need electricity? NO YES Purpose: _____

Do you accept credit/debit cards? NO YES Do you accept EBT? NO YES

Food vendors, have you included a copy of your food permit and liability insurance? NO YES

Cottage food operations, have you included a copy or photo of the required label? NO YES

Growers, have you completed registration with the Mississippi Department of Agriculture and Commerce Produce Safety Division? NO YES

Please check the dates that you wish to rent a booth. We accept checks and money orders, payable to Main Street Clinton, as well as cash.

All Markets

- | | | |
|---------|---------|------------------------------------|
| June 4 | July 9 | <input type="checkbox"/> August 6 |
| June 11 | July 16 | <input type="checkbox"/> August 13 |
| June 18 | July 23 | |
| July 2 | July 30 | |

I have read the vendor guidelines and understand that failure to comply with any Fresh at Five Farmers Market policy will result in my dismissal from the market.

Print Name _____ Signature _____ Date _____

Mail Application and Photos to: Main Street Clinton P. O. Box 156 Clinton, MS 39060

