

The Carrboro Farmers' Market Guest Vendor Policy:

The Market will allow non-market member businesses to sell as guest vendors. **Guest vendors must comply with all applicable Market By-laws, rules, and precedents.** Guest vendors will also be governed by the following additional guidelines:

- Businesses selling pre-cooked food items (fresh, frozen, or refrigerated) are eligible to apply to be guest vendors at the Carrboro Farmers' Market.
- Only vendors with a demonstrated history of using locally sourced ingredients will be considered.
- Businesses owned by current Market Members will not be considered.
- In 2015, guest vendors will be accepted by invitation only. In 2016, the Market board will accept and approve guest vendors on a rolling basis through an application process. The Board will approve both the vendor and their proposed menu items. Only menu items that complement the current product mix at Market will be considered.
- Guest Vendor attendance will be limited by the following criteria:
 - New guest vendors will be approved for a one-market trial. After the trial date, the board will decide if the vendor is eligible to be a guest vendor for the year.
 - Guest vendors may sell at up to 10 markets during the approved Market seasons. Exceptions to be made at Market Manager Discretion.
 - Guest vendors can sell for up to 4 consecutive weeks.
 - Only one guest vendor will be allowed per Market day.
- Guest Vendors will only be permitted to sell in unoccupied spaces at Market.
- Guest Vendors are only approved for the current Market year, and must re-apply to be considered for the following season.
- Acceptance as a guest vendor does NOT make the vendor a Market Member, and therefore the guest vendor does NOT attain any of the privileges of membership – Seniority, Space Reservations, Voting Rights, etc.
- All guest vendors are responsible for following all applicable health department guidelines to ensure food safety. Guest vendors are only eligible to sell prepackaged foods, and these items must be stored at proper temperatures.
- Guest Vendor Stall Fee: \$50 for peak season Saturday Markets April through October, \$35 for off season Saturday Markets November through March, \$35 for each Wednesday.

Guidelines for Guest Vendors:

- The Market Manager will set an arrival time for guest vendors. Failure to arrive on time may result in inability to sell at Market. Arrival time will be sometime between 5am and 6am for the Saturday Market, and 2-2:30pm for the Wednesday Market.
- Guest vendors may need to drop off their supplies at Market and park off site. Parking for staff and employees is available at Carrboro Elementary School on Ash Street.
- Vendors are responsible for managing lines and congestion so that it does not block other vendors or the flow of the market. The best way to do this is to be prepared to move customers through your booth as quickly as possible.
- Guest vendors must stay for the duration of the Market, even if product is sold out prior.
- Guest vendors are responsible for cleaning up their space at the end of Market.