



## 2019 CHINCOTEAGUE CULTURAL ALLIANCE MARKETS FACT SHEET

CCA is a non-profit, all-volunteer organization, founded in 2003, that produces over 100 arts events each year, including:

- Chincoteague Island Farmers & Artisans Market
- Second Saturday Artful Flea
- Holly Day Market and Wildlife Art Gallery

### LOCATION

- The Markets location is CCA's Community Center for the Arts, 6309 Church Street, Chincoteague Island, VA.
- Wildlife Art Gallery (November 30) is located at the Donald Amrien Activities Center adjacent to CCA.

### DATES & TIMES

- Farmers & Artisans Market—**Saturdays** from April 27 to Oct 26. **Wednesdays**—June 12 to August 28 (except during Pony Week, when it is on Tuesday, July 23), **9 AM-1 PM** (may be extended for special events). Set-up time is 7:45-8:45 AM.
- Artful Flea is the **Second Saturday of the month** —May through October, **9 AM-2 PM**. Set-up time is 7:45-8:45 am. Early set-up of canopies and fixtures allowed on Friday, 4-5 PM.
- Holly Day Market and Wildlife Art Gallery is on the **Saturday after Thanksgiving**, November 30, 2019, **9 AM-3 PM**. Set-up time for CCA sites is 7:45-8:45 am. Early set-up of canopies and fixtures allowed on Friday 4-5 PM. Set-up for Wildlife Art Gallery is Friday, 1-5 PM.
- All markets are **RAIN OR SHINE**.

### SITE ASSIGNMENTS

- Farmers & Artisans Market vendors are assigned sites by the daily Crew Chief. There are no permanent sites or "holds" on particular sites.
- Based on availability, Artful Flea and Holly Day sites are on "first paid/first choice" basis. There are no "holds" without pre-payment.
- Wildlife Art Gallery vendors will be assigned sites based on your previous year's attendance unless changes are requested.

### REGISTRATION & PAYMENT

- Preregistration is required for all Markets.
- Payment is by check or money order payable to CCA.

No cash please.

- Payments can be left in the vendor drop box on the front porch of CCA or mailed to Alex Hubb, 3015 Ridge Road, Chincoteague, VA 23336.
- Registration payments are non-refundable. Remember, **MARKETS ARE RAIN OR SHINE**. Credit is only issued when the Markets Manager cancels an event. No date swaps are permitted.
- Discounts are available. See Forms A, B and C.

### ELIGIBILITY

- Vendors at all CCA Markets are required to sell products they grow, raise, catch, or make.
- Farm vendors are allowed to sell products from other sources, but at least 50% of your entire booth's products must be direct from your farm at all times. Additional products can be from farms within 100 miles.
- Art and artisanal crafts and products made by the vendor may be made from manufactured materials provided that a substantial part of its value is from the crafting of the vendor or the vendor's family.
- Vendors may also sell antiques, collectibles, and used household items and business goods.
- Not permitted: 1) sales representatives for products or services not vendor created or finished, and 2) purchased wholesale goods.
- Because we want to have diverse and full Markets, CCA reserves the right to turn down new applicants if the products they propose to sell are already in abundant supply at the Market. The applicant will be put on a waiting list for possible openings.

### REQUIREMENTS

- CCA Market vendors are NOT required to have a Chincoteague business license.
- Virginia state law requires vendors to collect Retail Sales and Use Tax. For information visit: [www.tax.virginia.gov/retail-sales-and-use-tax](http://www.tax.virginia.gov/retail-sales-and-use-tax).

### MARKET POLICIES

#### CCA Responsibilities

- CCA will have a Market Manager or Assistant on site at all times.

(See other side)



- CCA will provide a portable restroom and free parking for vendors in a designated area.
- CCA will utilize print, radio, social media and local signage to promote the Markets.

**Vendor Responsibilities**

- Please label your items with some form of contact info. for patrons (e.g. your email, phone #, social media).
- Vendors will handle their own sales transactions.
- Artful Flea and Holly Day vendors, please display your pre-printed assigned vendor number cards: #1 on site and #2 in vehicle.
- Tables, chairs, canopies are not provided. Tables are available for rent from CCA. Canopies are available for rent locally. Rented tables will be set up and picked up by CCA volunteers, canopies by rental agency.
- Canopies and tents must be well anchored.
- Banners should be mounted on front or rear of booth only. Side mounting restricts ventilation and obstructs visibility.
- Keep your display within your assigned site. Keep your booth area clean and organized. Pick up trash around your area.
- We recommend no sales before 9 AM.
- NO CLOSING UP before scheduled closing times unless closing is announced by the Market Manager (e.g. for a NOAA-declared weather emergency). Note: On Artful Flea days and Holly Day, farm vendors with perishable items ONLY may close at 1 pm.
- CCA market area is a smoke-free environment. Smoking is permitted only in the parking lot.
- Vendors should be considerate of other vendors and customers who indicate that they have allergies or sensitivities to fragrances, fumes, etc. coming from your site.

- No vendors’ pets on site. Exceptions: Certified service dogs are permitted when approved. ESA (Emotional Support Animals) require a letter from a mental health professional or medical doctor on their letterhead stating the animal is important to your psychological well being. Caution patrons that pet leashes cannot exceed 6’.
- No animals, tobacco, alcohol, firearms or any illegal product or service can be sold.
- CCA reserves the right to evict anyone, cancel future paid reservations or restrict future event registration for any rules violations. “No shows” are also considered a rules violation.

**Important Notes for Food Vendors  
(Farmers Market & Food Trucks)**

- Vendors are responsible for all appropriate labeling, licenses, product inspections, weights, measures and pesticide rules. Accuracy of scales/weights is the responsibility of the vendor.
- At all times, items sold in the Market must meet requirements of all applicable health and sanitation codes, as well as local, state, and federal agricultural requirements. It is the sole responsibility of the vendor to ensure compliance. Accomack County and the State of Virginia will make inspections of the Market
- Food and edible products vendors should contact Virginia Department of Agriculture, Consumer Services, for guidelines, certification and inspection details (757-363-3840).
- Vendors who will be serving food, beverages, or samples at the Market MUST obtain an annual license from the Accomack Co. Health Department and a Chincoteague meals tax permit.
- Clean up before you clear out. You are responsible for taking your “leftovers” with you. No ice dumping.

**Please refer all questions and concerns to:**  
Markets Manager, Alex Hubb  
717-495-7155 (call or text)  
alexhubb@icloud.com



# 2019 MARKETS MASTER APPLICATION FORM

To be a vendor at a CCA market:

- 1) Complete this **master application form** once a year. Submit it with your first market payment
- 2) Select the appropriate **payment form** for the market(s) and date(s) of your choice and submit with payment
  - Second Saturday Artful Flea—FORM A
  - Farmers and Artisans Market—FORM B
  - Holly Day Market & Wildlife Art Gallery—FORM C
- 3) You can submit payment forms throughout the market season but **paying for multiple dates at once or paying early can save you money.** See FORMS A, B & C for details.

**NOTE: For FOOD TRUCKS ONLY**, this Master Application is not required. Complete **Form D** instead.

**PLEASE PRINT CLEARLY**

Name \_\_\_\_\_ Business Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Best phone number(s) to reach you \_\_\_\_\_

E-Mail \_\_\_\_\_ Website \_\_\_\_\_

Who will be staffing your Market site? Name \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

**WHAT WILL YOU BE SELLING? CHECK ALL THAT APPLY**

**PLEASE INCLUDE SAMPLE PHOTOS/IMAGES OF YOUR VENDOR-MADE PRODUCTS WITH THIS APPLICATION OR INDICATE ONLINE SOURCE WHERE PRODUCTS CAN BE SEEN**

- |  |   |   |  |
|--|---|---|--|
| <input type="checkbox"/> Produce                 | <input type="checkbox"/> Plants, garden items   | <input type="checkbox"/> Paintings/prints/2-D art | <input type="checkbox"/> Jewelry           |
| <input type="checkbox"/> Seafood                 | <input type="checkbox"/> Skincare, soaps, etc   | <input type="checkbox"/> Photos                   | <input type="checkbox"/> Sculpture/3-D art |
| <input type="checkbox"/> Meat/Eggs/Dairy         | <input type="checkbox"/> Fabric items           | <input type="checkbox"/> Carved birds/boats, etc. | <input type="checkbox"/> Antiques/vintage  |
| <input type="checkbox"/> Honey/jam/pickles/etc.  | <input type="checkbox"/> Clothing               | <input type="checkbox"/> Metalwork                | <input type="checkbox"/> Seasonal items    |
| <input type="checkbox"/> Baked goods/candy       | <input type="checkbox"/> Pottery                | <input type="checkbox"/> Woodwork                 | <input type="checkbox"/> Yard sale items   |
| <input type="checkbox"/> Non-profit org. display | <input type="checkbox"/> Other (describe) _____ |   |  |

**NOTE: If you sell food products,** you must follow guidelines published by Virginia Cooperative Extension (pp 13-14 of this packet)

**I have read, understand and will abide by all of the policies, requirements and responsibilities as stated in the 2019 Chincoteague Cultural Alliance Markets Fact Sheet, including the Hold Harmless Agreement below.**

I, \_\_\_\_\_ (print please) as individual or owner of business (name) \_\_\_\_\_ agree that the Chincoteague Cultural Alliance and its respective officers, volunteers, agents, and consultants are not liable for any bodily injury, death, theft, or damage to either the buyer or seller, or their property, arising out of or pertaining to preparation for, or participation in the CCA Markets whether such injury, theft or damage occurred prior, during, or after the Market. The above named (person/business) further agrees to indemnify, defend and hold harmless the Chincoteague Cultural Alliance and its respective officers, volunteers, agents and consultants for and against any claims which include bodily injury, death, theft, or damage, including attorney fees. I understand that it is recommended that I carry my own general liability and product liability insurance. Liability insurance is not provided by this event sponsor. Participation in the CCA Markets by the above named (person/business) without adequate or proper insurance is at the person/business's own risk. I have attached a certificate of insurance to this application if applicable.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

FOR ADMIN USE

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# FORM A

## Second Saturday Artful Flea Payment Form



**NOTE: After initial application, this page is all you need to register and pay for additional Artful Flea dates. Include Markets Master Application Form if this is your first market event in 2019.**

**The Artful Flea fills quickly and is often sold out so register early.  
Pay for three or more Artful Flea dates at one time and SAVE.**

<b>PRICING CHART</b>	<b>Field or Front Yard Sites 10x10 (A-H)</b>	<b>Porch Sites 5x15 (P1-4)</b>	<b>Indoor Sites 6x8 (HQ)</b>	<b>Indoor Sites 8x10 (HQ)</b>	<b>See market layout on reverse for site types &amp; locations</b>
1 event	\$38	\$58	\$45	\$70	full price
2 events	\$76	\$116	\$90	\$140	full price
3 events	\$103	\$157	\$122	\$189	discounted price!
4 events	\$137	\$209	\$162	\$252	discounted price!
5 events	\$171	\$261	\$203	\$315	discounted price!
6 events -	<b>\$182</b>	<b>\$278</b>	<b>\$216</b>	<b>\$336</b>	<b>discounted price by April 1!</b>
full season	\$205	\$313	\$243	\$378	discounted price after <b>April 1!</b>

**NOTE:** Vendors may select different types of sites for different dates. However:

- **Indoor Sites are very limited.** Contact Market Manager for availability before registering.
- **Discounts only apply** if you select the same type of site for at least three dates.

- **Payment by check or money order ONLY.** No cash. Make payable to “CCA”. Please enter dates in Check Memo.
- **Payments are NOT refundable. THIS IS A RAIN OR SHINE EVENT.** Swapping dates is not permitted.
- Credits will be issued only when CCA cancels an event, not early closing.
- Deliver to Vendor drop box on front porch of CCA, 6309 Church Street, bring to CCA tent during a market event, or mail to: Alex Hubb, 3015 Ridge Road, Chincoteague, VA 23336.
- **Payment is due 5 days before event. Late payments are not eligible for discounts.** Allow time for mail delivery.
- This form is an extension of your master application form and all signed agreements. Keep a copy of this document for your records.
- Your site assignment will be verified the **week of each event.** Please watch for the email.

**Name** *please print* \_\_\_\_\_ **Best phone # to reach me** \_\_\_\_\_

**Enclosed is payment for the Second Saturday Artful Flea dates checked below:**

May 11     June 8     July 13     August 10     September 14     October 12

**Check the type of site you want:**     Field Site (A-F)     Front Yard Site (G-H)     Porch Site (P1-4)  
 6x8 Indoor Site (HQ)     8x10 Indoor Site (HQ)

**Preferred Site # if available** (see locations on reverse) \_\_\_\_\_

For the selected dates and site type (see chart above for pricing), I am enclosing \$ \_\_\_\_\_

I would also like # \_\_\_\_\_ 6' long rectangular tables @ \$6 for each of the dates above = \$ \_\_\_\_\_

I would also like # \_\_\_\_\_ 4' round tables @ \$6 for each of the dates above = \$ \_\_\_\_\_

**TOTAL ENCLOSED \$** \_\_\_\_\_

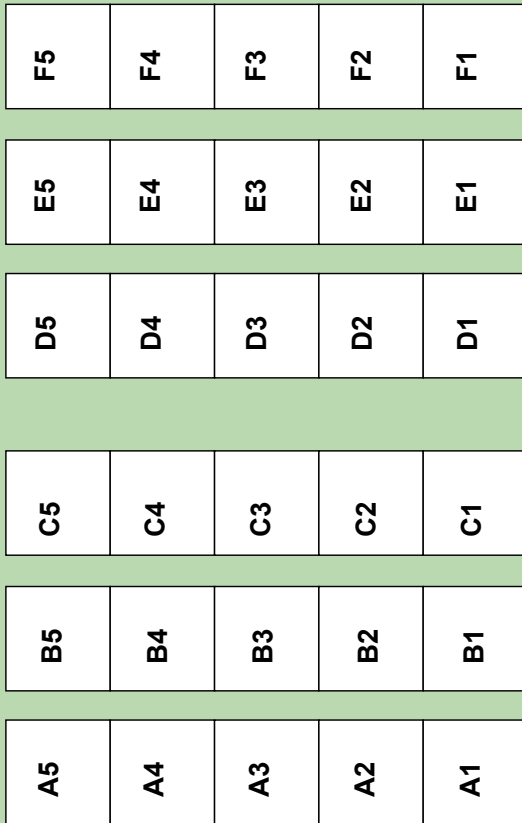
**FOR ADMIN USE**    Apply Credit: \$ \_\_\_\_\_    CK or MO#: \_\_\_\_\_

Misc Notes:

SCHOOL ST

Farmers Market Line

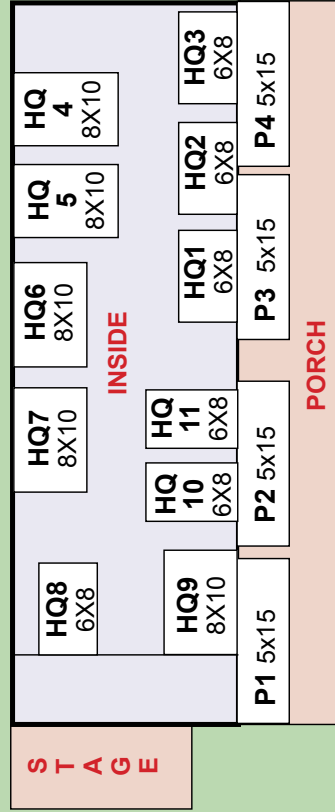
SECOND SATURDAY  
ARTFUL FLEA LAYOUT  
CCA - 6309 Church St.



All Field Sites  
A-F  
10x10

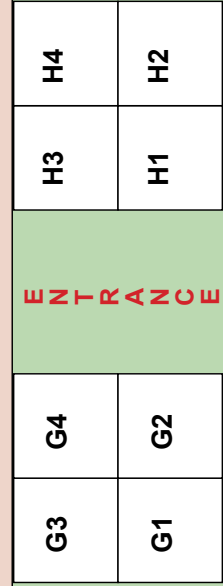
CHURCH ST

CCA BUILDING



ENTRANCE

All Front Yard Sites  
G-H  
10x10



PARKING

VENDOR  
CHECK-IN

# FORM B

## Farmers & Artisans Market Payment Form



**NOTE: After initial application, this page is all you need to register and pay for additional Farmers & Artisans Market events.**

**Include Markets Master Application Form if this is your first market event in 2019.**

2019 Market Dates - <b>CIRCLE EACH DAY YOU ARE PAYING FOR WITH THIS FORM</b>									
APRIL	MAY	JUNE		JULY		AUG		SEPT	OCT
SAT	SAT	SAT	WED	SAT	WED	SAT	WED	SAT	SAT
27	4	1			3	3	7	7	5
	11 (AF)	8 (AF)	12	6	10	10 (AF)	14	14 (AF)	12 (AF)
	18	15	19	13 (AF)	17	17	21	21	19
	25	22	26	20	<b>Tues 23</b>	24	28	28	26
		29		27	31	31			

**NOTE:** (AF) is Second Saturday Artful Flea. On those dates, Farmers Market Line is limited to 15 sites. Vendors with farm products or seafood are given priority. If Farmers Market Line is full, you may register for an Artful Flea site. See Form A.

- **Payment by check or money order ONLY.** No cash. Make payable to “CCA”. Please enter dates in Check Memo.
- **Payments are NOT refundable. THIS IS A RAIN OR SHINE EVENT.** Swapping dates is not permitted.
- Credits will be issued only when CCA cancels an event, not early closing.
- Deliver to Vendor drop box on front porch of CCA, 6309 Church Street, bring to CCA tent during a market event, or mail to: Alex Hubb, 3015 Ridge Road, Chincoteague, VA 23336.
- **Payment is due 5 days before event. Late payments are not eligible for discounts.** Allow time for mail delivery.
- This form is an extension of your master application form and all signed agreements. Keep a copy of this document for your records.

**NOTE:** Generators can be used provided they are in good working order, low decibel and approved by management.

Name *please print* \_\_\_\_\_ Best phone # to reach me \_\_\_\_\_

Enclosed is my payment for:

**Season Pass** (all dates above at 20% discount) **Payment is due by April 1**.....\$562

**Anytime Discount**—Circle 8 or more market dates above: \$16 each x # \_\_\_\_\_ of dates = \$ \_\_\_\_\_

**Daily Rate**—Circle 1-7 market dates above.....\$18 each x # \_\_\_\_\_ of dates = \$ \_\_\_\_\_

For each date, I want # \_\_\_\_\_ 6’ long rectangular tables.....\$6 each x # \_\_\_\_\_ of dates = \$ \_\_\_\_\_

For each date, I want # \_\_\_\_\_ 4’ round tables.....\$6 each x # \_\_\_\_\_ of dates = \$ \_\_\_\_\_

**TOTAL ENCLOSED \$ \_\_\_\_\_**

**FOR ADMIN USE** Apply Credit: \$ \_\_\_\_\_ CK or MO#: \_\_\_\_\_

Misc Notes:

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The **Holly Day Market** on **November 30, the Saturday of Thanksgiving weekend**, features arts, crafts, antiques and holiday decor, plus the last Farmers Market of the year at the CCA's Community Center for the Arts.

The **Wildlife Art Gallery** next door in the Amrien Center is reserved for carvers and fine arts.

- **Include Markets Master Application Form** if this is your first market event in 2019.
- **Payment by check or money order ONLY.** No cash. Make payable to "CCA".
- **Payments are NOT refundable** unless the event is cancelled due to extreme weather. **THIS IS A RAIN OR SHINE EVENT.**
- Deliver to Vendor drop box on front porch of CCA, 6309 Church Street, bring to CCA tent during a market event, or mail to: Alex Hubb, 3015 Ridge Rd., Chincoteague, VA 23336.
- **Payment is due by Nov 20.** Allow time for mail delivery.
- This form is an extension of your master application form and all signed agreements. Keep a copy of this document for your records.

<b>Pricing Chart SIGN UP EARLY AND SAVE!</b>		
<b>HOLLY DAY</b>	<b>By April 1</b>	<b>After April 1</b>
<b>Field or Front Yard (A-H)</b>	\$34	\$38
<b>Porch (P1-4)</b>	\$52	\$58
<b>Indoor 6x8 (HQ)</b>	\$40	\$45
<b>Indoor 8x10 (HQ)</b>	\$63	\$70
<b>Farmers Market</b>	\$34	\$38
<b>WILDLIFE GALLERY</b>	<b>By April 1</b>	<b>After April 1</b>
<b>6x8</b>	\$49	\$54
<b>10x10</b>	\$86	\$96

Name *please print* \_\_\_\_\_ Best phone # to reach me \_\_\_\_\_

Enclosed is my payment for the **Holly Day Market**

Check the type of site you want (see market layout on reverse for site types and locations)

- Field Site 10x10 (A-F)     
  Front Yard Site 10x10 (G-H)     
  Porch Site 5x15 (P1-4)  
 Indoor Site 6x8 (HQ)     
  Indoor Site 8x10 (HQ)     
  Farmers Market Line

NOTE: Farmers Market Line is limited to 15 sites. Past vendors with farm products or seafood are given priority. Indoor sites are also very limited. If your first preference is not available, Markets Manager will contact you.

Preferred Site # if available \_\_\_\_\_ NOTE: Your site assignment will be verified the **week of the event**. Please watch for an email with that information.

For the selected site type, (see pricing chart above) I am enclosing \$ \_\_\_\_\_

I would also like # \_\_\_\_\_ 6' long rectangular tables @ \$6 = \$ \_\_\_\_\_

# \_\_\_\_\_ 4' round tables @ \$6 = \$ \_\_\_\_\_

**TOTAL ENCLOSED \$ \_\_\_\_\_**

**NOTE: Wildlife Art Gallery is reserved for carvers and fine arts. If you have not been a vendor in the Gallery previously, please contact Markets Manager for approval before submitting this form. Text or call 717-495-7155.**

Name *please print* \_\_\_\_\_ Best phone # to reach me \_\_\_\_\_

Enclosed is my payment for the **Wildlife Art Gallery** (INSIDE the Amrien Center)

- 6'x8'site     
  10'x10' site

Do you request electricity?  Yes  No      Do you request one free 6' long table?  Yes  No

For the selected site type, (see pricing chart above) I am enclosing \$ \_\_\_\_\_

I would also like # \_\_\_\_\_ 6' long rectangular tables @ \$6 = \$ \_\_\_\_\_

# \_\_\_\_\_ 4' round tables @ \$6 = \$ \_\_\_\_\_

**TOTAL ENCLOSED \$ \_\_\_\_\_**

**HOLLY DAY MARKET LAYOUT**

SCHOOL ST

Farmers Market Line

A5	B5	C5	D5	E5	F5
A4	B4	C4	D4	E4	F4
A3	B3	C3	D3	E3	F3
A2	B2	C2	D2	E2	F2
A1	B1	C1	D1	E1	F1

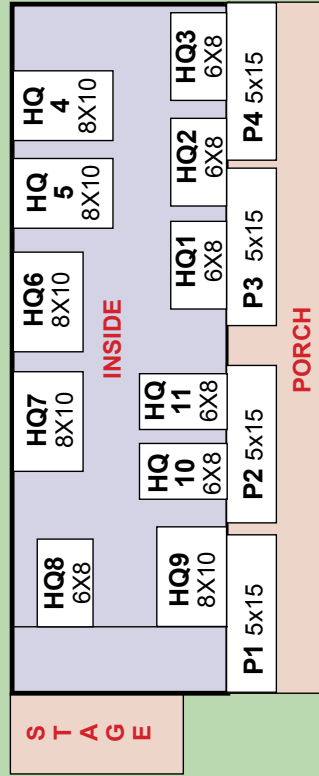
Field Sites A-F  
10x10

CHURCH ST

Wildlife Art Gallery

AMRIEN  
ACTIVITIES CENTER

CCA BUILDING - 6309 Church St.

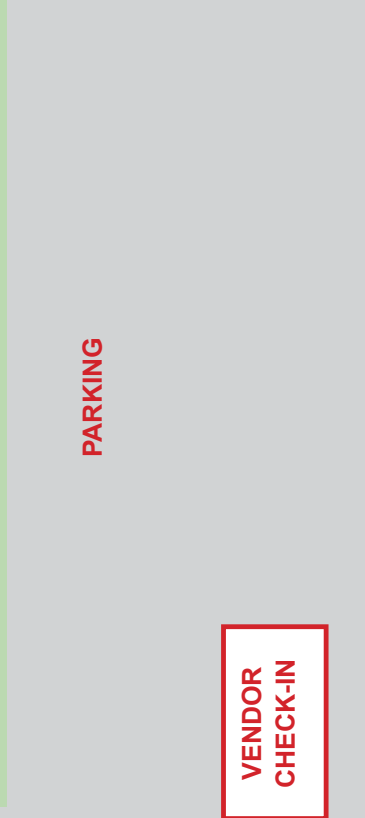


ENTRANCE

H3	H4
H1	H2

G3	G4
G1	G2

Front Yard Sites  
G-H  
10x10



# FORM D

## Food Truck Application Form



Name \_\_\_\_\_ Business Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Best phone number(s) to reach you \_\_\_\_\_

E-Mail \_\_\_\_\_ Website \_\_\_\_\_

Who will be staffing your Food Truck? Name \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

What food items will you be selling? **PLEASE ATTACH MENU WITH PRICES.**

**IMPORTANT NOTES:** CCA reserves the right to review your menu and restrict items or make suggestions to enhance the variety of what our Markets offer. The Food Court has limited space. Please discuss this business opportunity with the Markets Manager prior to submitting an application.

2019 Market Dates - CIRCLE EACH DAY YOU ARE APPLYING FOR									
APRIL	MAY	JUNE		JULY		AUG		SEPT	OCT
SAT	SAT	SAT	WED	SAT	WED	SAT	WED	SAT	SAT
27	4	1			3	3	7	7	5
	11 (AF)	8 (AF)	12	6	10	10 (AF)	14	14 (AF)	12 (AF)
	18	15	19	13 (AF)	17	17	21	21	19
	25	22	26	20	Tues 23	24	28	28	26
		29		27	31	31			
									NOV
									SAT
									30

**NOTE:** (AF) is Second Saturday Artful Flea. Nov. 30 is Holly Day Market.

- **CCA MARKETS ARE RAIN OR SHINE EVENTS.**
- If you are scheduled to attend, but cannot due to illness, emergencies, etc, please call or text Markets Manager before 8AM at 717-495-7155.
- Generators can be used provided they are in good working order, low decibel and approved by management.
- Food vendors are permitted to deliver menus, solicit orders and deliver food to vendor sites.
- The Markets Manager will assign your location at the time of application. The Crew Chief may temporarily relocate you on days with flooded conditions.
- Deliver this form to Vendor drop box on front porch of CCA, 6309 Church Street, bring to CCA tent during a market event, or mail to: Alex Hubb, 3015 Ridge Road, Chincoteague, VA 23336.

**I have read, understand and will abide by all of the policies, requirements and responsibilities as stated in the 2019 Chincoteague Cultural Alliance Markets Fact Sheet, including the Hold Harmless Agreement below.**

Signature of applicant: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

**CCA Chincoteague Cultural Alliance Markets Hold Harmless Agreement**

I, \_\_\_\_\_ (print please) as individual or owner of business (name) \_\_\_\_\_ agree that the Chincoteague Cultural Alliance and its respective officers, volunteers, agents, and consultants are not liable for any bodily injury, death, theft, or damage to either the buyer or seller, or their property, arising out of or pertaining to preparation for, or participation in the CCA Markets whether such injury, theft or damage occurred prior, during, or after the Market. The above named (person/business) further agrees to indemnify, defend and hold harmless the Chincoteague Cultural Alliance and its respective officers, volunteers, agents and consultants for and against any claims which include bodily injury, death, theft, or damage, including attorney fees. I understand that it is recommended that I carry my own general liability and product liability insurance. Liability insurance is not provided by this event sponsor. Participation in the CCA Markets by the above named (person/business) without adequate or proper insurance is at the person/business's own risk. I have attached a certificate of insurance to this application if applicable.

For admin use





# FARM MARKET VENDORS : Inspected by VDACS unless vendor prepared food and samples at the market (see food service vendor)

VDACS INSPECTION REQUIRED		VDACS INSPECTION REQUIRED: UNLESS EXEMPTION CONDITIONS BELOW ARE MET			VDACS LICENSE REQUIRED		
MEAT	DAIRY	ACIDIFIED CANNED FOODS *	BAKED GOODS, JAMS AND ... *	HONEY	EGGS	PRODUCE	PET TREATS
<p>All meat that is to be sold must be slaughtered at a USDA/state-inspected facility.</p> <p>The VDACS Office of Meat and Poultry Services (OMPS) provides free inspections for amenable species (cattle, hogs, sheep, goats, chickens, turkeys, ducks, geese, guineas, ratties and squabs).</p>	<p>All dairy products to be sold must be inspected. Sale of raw milk is prohibited.</p> <p>Sale of cheese made from raw milk must be aged at least sixty days above 35 degrees. Contact the VDACS Office of Dairy &amp; Foods.</p>	<p>Acidified low-acid foods (pickled products, salsa, pumpkin/sweet potato butter, barbecue sauces, chow-chow, relishes, hot pepper jelly, hot sauces, garlic in oil, etc.) must achieve a pH of 4.6 or lower (verified by an electronic pH meter you purchase). Low-acid canned foods are not permitted to be made in the home.</p> <p>Completion of 'Better Process Control School' course and process approval by a processing authority strongly advised (Virginia Tech Food Innovations Program: Food Testing Services).</p> <p>Must not exceed \$3,000 in total annual gross sales for all acidified products produced.</p>	<p>Includes jams and jellies (no low-acid ingredients), candies, dried fruits/herbs/seasonings/mixes, (un)coated nuts, (flavored) vinegars, popcorn (balls), cotton candy, dried pasta, roasted coffee, dried tea, cereals, trail mixes and granola and baked goods that don't require time or temperature control.</p>	<p>Those who process &amp; prepare honey in their private residence from hives they own, who sell less than 250 gallons of honey a year, &amp; who do not process or sell other food products (except as noted here) are exempt from inspection.</p> <p>Infused honey products are not exempted.</p>	<p>Exempt from Virginia Egg Law and do not need inspection if selling less than 150 dozen of your own eggs per week or less than 60 dozen of another producer's eggs per week.</p>	<p>If you grow and sell fresh produce, and make &lt; \$25,000 in annual sales (3 yr. avg), you are not covered under the Produce Safety Rule and do not need to be inspected. Growers that make &gt;\$25,000 may fall under the PSR and may need to be inspected. Sprouts, hydroponic operations and farm raised mushrooms are considered produce regulated by the PSR. (not covered if &lt;\$25K). Wild mushrooms require VDACS food safety applications harvesting and retail sales.</p>	
<p><b>EXEMPTIONS</b></p> <ul style="list-style-type: none"> <li>• 1,000 Bird Exemption</li> <li>• 20,000 Bird Exemption</li> <li>• Custom Exemption; with permit from OMPS, allows businesses to slaughter animals, only for their owners consumption, without an inspector present.</li> </ul>	<p><b>LABELING</b></p> <ul style="list-style-type: none"> <li>• Product Name</li> <li>• Net Weight</li> <li>• Ingredient Statement</li> <li>• Name &amp; Address of Manufacturer/Distributor</li> <li>• Sell-by date</li> </ul>	<p><b>LABELING</b></p> <p>The standard label must contain:</p> <ul style="list-style-type: none"> <li>• Product name</li> <li>• Net weight</li> <li>• Ingredient statement</li> <li>• Name &amp; address of manufacturer/distributor/packer (exemptions apply)</li> <li>• List of allergens</li> <li>• NOT FOR RESALE – PROCESSED AND PREPARED WITHOUT STATE INSPECTION</li> </ul> <p>You must also have a label displaying the name, physical address and telephone number of the person preparing the food product and the date the food product was processed.</p>	<p><b>LABELING</b></p> <p>The standard label must contain:</p> <ul style="list-style-type: none"> <li>• Product name</li> <li>• Net weight</li> <li>• Ingredient statement</li> <li>• Name &amp; address of manufacturer/distributor/packer (exemptions apply)</li> <li>• Nutritional labeling</li> <li>• Name &amp; address of manufacturer/distributor/packer (exemptions apply)</li> <li>• PROCESSED AND PREPARED WITHOUT STATE INSPECTION.</li> <li>• WARNING: Do Not Feed Honey to Infants Under One Year Old</li> </ul>	<p><b>LABELING</b></p> <p>The standard label must contain:</p> <ul style="list-style-type: none"> <li>• Product name</li> <li>• Net weight</li> <li>• Ingredient statement</li> <li>• Name &amp; address of manufacturer/distributor/packer (exemptions apply)</li> <li>• NOT FOR RESALE – PROCESSED AND PREPARED WITHOUT STATE INSPECTION</li> </ul> <p>You must also have a label displaying the name, physical address and telephone number of the person preparing the food product and the date the food product was processed.</p>	<p><b>LABELING</b></p> <ul style="list-style-type: none"> <li>• "fresh eggs" can only be used if product meets requirement for Grade A or higher)</li> <li>• Safe Handling Instructions</li> <li>• Name &amp; Address of Packer</li> <li>• Grade (AA, A, B) or "Ungraded" if not inspected</li> </ul>	<p><b>AT MARKET</b></p> <p>Most fruits and vegetables only require basic coverage for protection from outside contamination, but since, for example, cut melon, cut leafy greens and cut tomatoes are a TCS Food** (see note below), they must be held at 41°F or lower. This applies to samples as well.</p>	<p><b>LABELING</b></p> <ol style="list-style-type: none"> <li>1. Product Name</li> <li>2. Intended Species</li> <li>3. Quantity Statement</li> <li>4. Guaranteed Analysis</li> <li>5. Ingredient Statement</li> </ol> <p>Name and Address of Manufacturer/Distributor</p> <p><b>AT MARKET</b></p> <p>Can be sold either pre-packaged or in a bulk, self-serve style.</p>
<p><b>LABELING</b></p> <ul style="list-style-type: none"> <li>• Product Name</li> <li>• Net Weight</li> <li>• List of Ingredients</li> <li>• Name/address of Responsible Party</li> <li>• Inspection Legend (plant number that did the work)</li> <li>• Safe Handling Statement</li> </ul> <p>For Custom Exemption: "NOT FOR SALE"; 20,000 Bird Poultry Exemption Label, if applicable.</p>	<p><b>AT MARKET</b></p> <p>Keep frozen products at 41°F or lower. If storing products on ice, drain often.</p> <p>Products offered as samples should be prepped on-site or in your VDACS approved facility.</p> <p>Un-refrigerated samples may be left out for tasting no more than 4 hours (any leftovers then cannot be re-cooled or used again, they must be thrown away).</p>	<p><b>AT MARKET</b></p> <p>Cover baked goods to protect them from environmental contaminants, such as flies and dirt.</p> <p>If providing samples, prepare them at your VDACS approved and inspected facility prior to arriving at the market. Cut baked goods into pieces at your inspected facility, place them on a tray, insert a toothpick into each piece, and keep the tray covered in food safe wrapping, such as plastic wrap.</p>	<p><b>AT MARKET</b></p> <p>Eggs must be clean and held at 45°F or lower at all times.</p> <p>Note: Reusing egg cartons runs the risk of contamination; consider asking patrons to bring their own</p>	<p><b>AT MARKET</b></p> <p>Eggs must be clean and held at 45°F or lower at all times.</p> <p>WARNING: Do Not Feed Honey to Infants Under One Year Old</p>	<p><b>AT MARKET</b></p> <p>Eggs must be clean and held at 45°F or lower at all times.</p> <p>Note: Reusing egg cartons runs the risk of contamination; consider asking patrons to bring their own</p>	<p><b>AT MARKET</b></p> <p>Must be produced in a private home. Must be sold at farmers markets, from the private home where product is manufactured or to an individual for their own consumption. These products cannot be sold to other businesses (ie. grocery stores), for resale, on the internet or across state lines.</p> <p>You do not have to pay the \$40 annual fee to VDACS, although you are still required to comply with all applicable laws and regulations (outlined here).</p>	<p><b>* Exemptions: Apply to ACIDIFIED CANNED FOODS and BAKED GOODS, JAMS AND ...:</b></p> <p>Must be produced in a private home. Must be sold at farmers markets, from the private home where product is manufactured or to an individual for their own consumption. These products cannot be sold to other businesses (ie. grocery stores), for resale, on the internet or across state lines.</p> <p>You do not have to pay the \$40 annual fee to VDACS, although you are still required to comply with all applicable laws and regulations (outlined here).</p>
<p><b>** Time and Temperature Controlled for Safety (TCS) Foods</b> require temperature control because they are capable of supporting the growth of various infectious microorganisms or toxins. These foods include meats, dairy products, eggs, mushrooms, cut melons, cut tomatoes, cut leafy greens, and heat-treated plant food such as cooked rice, beans, and vegetables.</p>							
<p>Please keep your most recent VDACS inspection reports on hand with you at the market.</p>							