



Urbanna Farmers Market (UFM)  
2023 Rules and Regulations  
Urbanna Business Association (UBA)  
PO Box 42, Urbanna, VA 23175  
farmersmarket@urbanna.com ~ Urbanna.com

The Urbanna Farmers Market (UFM) will be held on the second Saturday of the month as noted. The Market is located at Taber Park on Rappahannock Avenue in downtown Urbanna. The property that hosts the Farmers Market will be managed by the UFM Committee. The Market will be open rain or shine from 9 a.m. to 1 p.m. on May 13, June 10, July 8, August 12, and September 9. Set-up begins at 7:00 a.m.

No products sold can be used or second-hand, unless approved by the Committee. The sale of animals is not permitted, without prior approval in writing from the Committee. Political parties are not permitted.

## DEFINITIONS OF FARM AND DOMESTIC PRODUCTS

**Plants & Produce** - Vegetables, fruit, grains, eggs, plants, plant cuttings, flowers, seeds, nuts, herbs, etc. Vendors must participate in the production of the item they sell. This may include growing, farming and harvesting fruit and vegetables. All fruits and vegetables must be Virginia Grown and re-selling of purchased items is strictly prohibited.

**Handicrafts** - Handcrafted products include products made in the home, such as jewelry, ornaments, artwork, furniture, etc. Products may be made from manufactured materials provided that most of the value results from the crafting of the vendor. Products may also include items manufactured and of high quality approved by the UFM Committee.

## VENDORS

1. Vendors are persons who have paid their space rent, agreed to comply with the UFM Rules and Regulations and agreed to sell only "Farm or Domestic Products" defined above.
2. Non-profit organizations approved by the UFM Committee and who comply with these guidelines may be vendors for no fee.
3. Vendors must be approved by the UFM Committee in order to participate in the Urbanna Farmers Market. The Committee reserves the right to deny requests for space at the market.

## UFM COMMITTEE

The UFM Committee consists of volunteers from the community who donate their time to promote and administer the Urbanna Farmers Market including the enforcement of the UFM Rules and Regulations. Their responsibilities include such duties as space assignment, collecting rent from vendors, directing vendors to comply with health and sanitation rules, revoking a vendor's space, if necessary, and/or directing the removal of ineligible products.

## RESPONSIBILITIES OF VENDORS

1. Only Farm or Domestic Products as defined above may be sold at the Farmers Market.
2. Prices of all products must be clearly marked.
3. Vendors are responsible for the safety of the products being sold.
4. Vendors must comply with the UFM Rules and Regulations, as well as all other regulations, codes, and statutes that govern the growing, preparation, and sale of products as defined above.
5. Vendors must cooperate with the UFM Committee Members regarding the space assignment, use of property, use of parking, etc.
6. They must maintain a clean vending area, dispose of all refuse and trash at the direction of the Committee Members and take care not to deface or damage any property.
7. Regarding animals at the UFM, vendors must complete a written request in advance before bringing any animals to the market. Each request will be reviewed by the UFM Committee on a case-by-case basis and a decision will be conveyed to the vendor. Please do not bring any animals to the market prior to this review.

8. Vendors shall hold the UFM Committee Members, Volunteers, the Urbanna Business Association, the Town of Urbanna, and any businesses or individuals donating space or property to the UFM, harmless from any liability whatsoever resulting from their activities at the UFM.
9. All vehicles must be off the property and parked in designated areas no later than 8:30 am. Additionally, break down of booths may not begin prior to 1 pm, unless deemed necessary by the Farmers Market coordinator.
10. Vendors must abide by all state, local and federal regulations that govern the production labeling and safety of products offered for sale. Vendors are liable for their own products.
11. It is the responsibility of the vendor to ensure compliance with all applicable health and sanitation codes.

## RENT

1. The 2023 rental rate per space is \$20 per month per 10'x10' space or \$90 in advance for the entire season, (5 markets). Checks may be made payable to Urbanna Business Association and mailed to P.O. Box 966, Urbanna, Virginia 23175. Payments may be made day of event at \$25, pending available space.
2. Payment for the reduced rate of \$90 for the entire season must be paid by APRIL 15, 2023. Payment for individual months must be paid one week prior to that Market to ensure a space. All payments are non-refundable.
3. Non-profit organizations approved by the UFM Committee will not be charged for their space.
4. Vendors must provide their own tables, chairs, tents and other equipment needed to run their booth. If water and/or electricity is needed vendor must provide extension cord(s) and clean water hose safe for drinking water.

(Revised 3/9/2023)