

## RULES / REGULATIONS

---

The Woodruff Farmers Market is operated under the direction of the City of Woodruff.  
The Market is located at 231 East Hayne Street at Woodruff City Hall grounds.

### Selection Criteria

The Woodruff Farmers Market celebrates a diversity of vendors. The major focus of the market is to bring quality local grown produce and handmade artisan craft-ware from farm to home. To be a reserve a spot at the market, vendors must fall into one of the following categories:

1. SC certified is: Local farmers certified by a local extension agent or market manager.
2. Handmade artisan crafts and products unique to the Upstate
3. Vendors who purchase produce from South Carolina, North Carolina or Georgia Certified farmers.

### Fees

There is a fee to participate in the 2023 Woodruff Farmers Market. If a vendor would like to reserve a spot for the weekly full summer market, they must pay a flat fee of \$100 (equates to \$7 per Saturday). This fee is not associated with the Specialty Series.

Specialty Series Markets: May 20<sup>th</sup>, July 22<sup>nd</sup>, September 30<sup>th</sup>

**\*\*PLEASE CONTACT TAY ABBLEET WITH 3CHICKS FARMER'S MARKET AT [TAYNRHEN618@GMAIL.COM](mailto:TAYNRHEN618@GMAIL.COM) FOR PRICING.**

Checks must be made out to the City of Woodruff and delivered to the Office of Events at 231 E Hayne Street, Woodruff SC 29388 or mailed to PO Box 1389, Woodruff, SC 29388.

### Regulations

Vendors are required to follow state regulations as it concerns food safety, processed products and handling. Vendors must attach a copy of a 2023 DHEC or Department of Agriculture certification and a list of the items they plan to sell during the 2023 season before they are allowed to sell at the market. It is the responsibility of each vendor to know requirements for SC Sales Tax. Individual vendors are responsible for obtaining all licenses and or permits required by DHEC, SCDA and any county or other state agencies.

The City of Woodruff does not allow the sale of alcohol, firearms or ammunition, fireworks, or other potentially harmful items at the Woodruff Farmers Market, unless approved.

The City of Woodruff reserves the right to refuse acceptance of any vendor or item that is not in keeping with the quality of the Market rules.

### **Vendor Sites**

Vendors are required to provide their own tent, tables and chairs needed to display their product and operate their booth. The city will provide a space of at least 10'x10' and will make all decisions concerning placement along the market setup area.

The area around the table must be barrier free. Any chairs must be kept behind tables at all times. Vendors must furnish their own cleaning material for garbage removal. Vendors are responsible for cleaning their area at the end of each market day. Garbage must be removed from the market.

### **Insurance**

The City of Woodruff does not carry any insurance policy nor does it convey the protection of its policy to any vendors selling at the market. All food is to be presented in a clean and safe fashion for the protection of the customer by the selling vendor. The City of Woodruff will not be held responsible for any false claims or safety of products sold at the market.

The City of Woodruff reserves the right to amend, add to or delete these Rules and Regulations as necessary to carry out the operation of the Market.

KEEP THIS SHEET FOR YOUR RECORDS.

Sign the waiver below and fill out the following information sheet and return to:

Attention: Events Team  
PO Box 1389  
Woodruff, SC 29388

[events@cityofwoodruff.com](mailto:events@cityofwoodruff.com)

**RELEASE**

I hereby release, jointly and severally, the City of Woodruff, its officers, employees, agents, and staff members from any losses, claims, damages, or lawsuits arising from my use of the City of Woodruff's Woodruff Farmers Market by myself or my workers.

Further - The City of Woodruff, its agents and employees, shall not be liable to me, or any other person on these premises, during the term of this Agreement, for injury to, damage to, or loss of, property or any person on these premises. I further agree to indemnify the City of Woodruff and hold them harmless from all damages, injuries, liabilities, losses, and expenses incurred by any person, or party, in any way, from my use of these premises. I also release the City of Woodruff and its agents and employees from all damages, injuries, liabilities, losses, and expenses incurred by myself in any way from the use of these premises and equipment. I also agree to indemnify the City of Woodruff against all costs, including attorney's fees, arising out of my use of this property and these premises.

I also give the City of Woodruff permission to release my company name, product names, and photographs of my products and personnel for the purposes of marketing and media releases, including but not limited to newspaper articles, website content, social media posts, and other means.

I the undersigned agree to follow all rules and regulations as they apply to any and all products I may or may not carry for sale at the Woodruff Farmers Market and all waivers.

Signed: \_\_\_\_\_

Name of Company/Farm: \_\_\_\_\_



The City of  
**Woodruff**



Saturday Mornings, May 20 through August 26, 2023, 8a.m.-1p.m.  
Set up time 7:00a.m. - 7:45 a.m.

NAME OF COMPANY / FARM:

---

ADDRESS:

---

CONTACT NAME:

---

EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_

LIST PRODUCT/S TO BE SOLD:

---

---

---

---

SPECIAL NEEDS (Note: Power is NOT available for all vendors):

---

---