Bessemer City Hive Market
Vendor Rules and Guidelines

Our Mission

The mission of the Bessemer City Hive Market is to provide a dynamic and diverse community gathering space to help local farmers and artisans connect with the community and expand access to farm-fresh foods.

This is a living document. All participating vendors will be required to read all information included before applications will be approved each year.

Market Location

Hive Market is located at Centennial Park on W Virginia Ave between S 12th St and N 13th St across from Uptown Park. The official address is 114 W Virginia Ave, Bessemer City. On days when the Sounds of Summer Concert is taking place, the Hive Market will move to the public parking area on E Virginia Ave at S 12th St, across the street from Blossoms and next to Founders Park. Sounds of Summer Concert Dates: https://bessemercity.com/soundsofsummer/

Market Dates and Times

Hive Market operates every Saturday from May 7th through October from 8 am to 1 pm, rain or shine. There are two holiday markets surrounding Thanksgiving and early December and adjusted hours for the holiday markets. Vendors must complete unloading and setup by 7:45 am. Vendor parking is across the street from Blossoms on E Virginia Ave at S 12th St.

Management

Hive Market is operated by the City of Bessemer City. The Downtown Development Board is charged with long and short-term planning of the Hive Market. The City Planner serves as the Market Manager of Hive Market. Daily market operations are supervised by Bessemer City Parks and Recreation Department staff.

Application Process

Applications will only be accepted via online submission. The application fee ($20) must be paid in person at the Finance Department located at 125 E Virginia Ave, Bessemer City, NC 28016 from 9am to 4pm Monday through Friday. Applicants will be notified within 14 days of submission whether they have been approved for the market.

Gaston County vendors are given priority. Products from the surrounding counties may be sought out if a vendor from Gaston County is not available. All craft products must be handcrafted by the participating market vendor. Artisans offering demonstrations are highly encouraged. Vendors that sell products with foods that have been processed or prepared locally, or are 100% producers will be given preference. The owner, co-business owner, or family member of a vendor will be given preference. The Events Team or Market Manager have the

right to deny any applicant. If a new applicant wishes to sell items in a category that is already full in the market, they may be placed on a waiting list.

Vendor Eligibility and Selection

Vendor Categories:

Growers and Foragers - flowers, plants, produce, wild herbs and mushrooms Animal Products - honey, eggs, dairy, meat and fish

Baked Goods - sweets, pastries, bread, etc. Consumables - relish, jam, coffee, spices, kimchi, pasta, and fresh beverages

Prepared food - mobile food cart or truck with prepackaged food served.

Handmade Items - jewelry, bath and body products, pottery, woodwork, cleaning products, metal work, candles, crochet or knit and needle work, photography, paintings, etc.

Vendor Amenities

Certain amenities such as proximity to water or electricity need to be noted in the application. The Events Team and Market Manager will attempt to place vendors based on level of need. Each vendor will be supplied a 10’ x 10’ tent on market days, but each vendor will be required to provide individual tables for their market space.

Vendor Target Makeup and Categories

50% Growers, Animal Products and Foragers

35% Baked Goods, Consumables and Prepared Food

15% Handmade items

Target Vendor Makeup: The core of the market is formed by local farms. Other vendor types may be limited compared to the active number of farmers vending.

Vendor Booth Pricing Option for 2022

Reserved Season Vendor - $125 In order to receive an assigned space, Reserved Season Vendors must commit to at least 16 of the 23 market dates. Assigned spaces may be adjusted throughout the season.

Double Space - $50 ($175 total) An adjoining assigned space may be added to Reserved Season Vendors in order to expand their booth.

Limited Season Vendor - $75 Needs to participate in at least 8 and no more than 15 of the 23 market dates. Semi-regular spaces will be assigned and may be moved around as needed. When spaces need to be filled at upcoming market dates, Limited Season Vendors may be contacted. If

they take advantage of this opportunity, there will be no associated fee for the added date and it does not count toward the limit of 15 allotted dates.

Craft Season Vendor - $75 Needs to participate in at least 4 and no more than 8 of the 23 market dates. Will not be assigned a regular location, placed as needed in the market. When spaces need to be filled at the market, Craft Season Vendors may be contacted. If they take advantage of this opportunity, there will be no associated fee for the added date and it does not count toward the limit of 8 allotted market dates.

Day Vendor - $15 per market Limit 4 sign up dates and will not be assigned a regular location. If accepted, Day Vendors may be contacted when spaces need to be filled at an upcoming market date. When Day Vendors take advantage of this opportunity, the date will not count as one of the 4 sign up dates but the $15 fee will apply.

Nonprofit - $10 per market Limit of 3 markets per nonprofit for the season. This is an excellent opportunity to build awareness for your Nonprofit with a booth at the market. Donations only accepted for displayed handmade or locally produced items. If the Nonprofit would prefer to sell items for a set price each, they may sign up as a regular vendor. If the Nonprofit is not taking donations for goods and offer activities instead, their market fee may be waived.

Young Entrepreneur - $5 per market Gaston County students between the ages of 6 and 17 can reserve a space in the Young Entrepreneur area at a discounted rate. Parental supervision is encouraged for children in older grades and required for elementary age students. All products sold at the market must be made by the Young Entrepreneur. All the same market rules apply to adult and child vendors. Booth materials such as a table and chairs may be available for Young Entrepreneur use but it is encouraged to bring their own.

Small Farm Vendor - $60 For growers or animal product producers only (no value-added foods). Vendors must farm on one acre of land or less in order to be considered a Small Farm and/or have been operating for less than two years. Small Farm Vendors will be treated as Limited Season Vendors and the fee covers attendance for up to 18 market dates.

Hive Market is a rain or shine market and Vendors are expected to be prepared (for predictable weather such as rain, heat, chill or wind). The market may be canceled due to dangerous weather conditions. Vendors will be notified of this event within a reasonable period, and the Market Manger will strive to announce the cancellation 48 hours prior to the scheduled market when possible with weather related scenarios. Vendor pets are not allowed at the market. Vendors must wear a shirt, pants and shoes. There is no tobacco use allowed inside the market, including vape, chew and tobacco products of any kind. Booth spaces may not be sublet to unapproved vendors. Sales of alcohol by permitted entities (wine, beer and cider) must be by bottle or can only. Consumption of alcohol is limited to tastings only, and open containers of any kind are not permitted outside of the market premises. Hive Market requires that all vendors comply with standards of professionalism that promote open communication, mutual respect, and the best interest of the market. Disruptive actions or remarks that undermine the shared

success of any or all vendors are unprofessional and unacceptable. Hate speech and verbal harassment are examples of unacceptable behavior. Vendors must adhere to any rules regarding safety in terms of public health (including COVID-19) as communicated by the Market Manager. Unique vendor fee payment circumstances and package pricing situations will be handled individually and decided by the Market Manager.

Vendor Violations

All rules, responsibilities and market policies must be followed by vendors including this document and the vendor application. A written warning will be issued for the first offense. A second offense will result in a second written warning with the possibility of a future lost market date, or the loss of assigned space if they are a Reserved Season Vendor. The third violation may result in exclusion from the Hive Market for the rest of the Season. Repeated or severe violations may lead to permanent barring of the vendor for future market participation. Issues with any vendor need to be put in writing and given to the Market Manager, including specifics of the violations.

Inspections and Certifications

Hive Market is not responsible for vendors in violation of licenses, permits, certifications, inspections, or sales taxes. Approved applicants may have random inspections of his/her farm or place of business. Vendors are responsible for their own product liability insurance or personal insurance. Vendors must have a copy of their inspection forms on file with the Market Manager. All prepared food items, meat, fish, and cheese sold must meet state and local health regulations including but not limited to the inspection of the vendor's kitchen by NCDA health inspectors, labeling in compliance with the regulations, Meat and Poultry Handler's License, and FDA Short Course Certification for Acidified Foods. Vendors who use the word "organic" to describe their products or practices must comply with the USDA organic regulations. Vendors of organic items must have a copy of their certification on file with the Market Manager. Vendors who sell less than $5,000 worth of produce per year may use the word "organic" in describing produce if the vendor has a signed "Small Scale Organic Grower's Declaration of Exemption" form on file with the Market Manager. Vendors selling wine, beer or cider must provide a copy of an up-to-date permit from the NC Alcoholic Beverage Control Commission and a copy of their liability insurance. Licensees must abide by all applicable regulations and laws including those of the City of Bessemer City and NC ABC Commission

Food Trucks, Prepackaged Foods, Cooking Demos and Tent Stand Cooking

Mobile Food Units must submit a copy of their latest inspection as well as a copy of their permit from the Gaston County Health Department. Inspection grades must be 90 or above. Prepackaged Foods must come from a NCDA inspected kitchen and cannot be tampered with in any way after leaving the certified kitchen or at market. Cooking Demos are permitted without

additional licensing, but payment cannot be accepted for food prepared during a demo. Tent Stand Cooking is not allowed unless a Temporary Tent Stand permit has been obtained from the Gaston County Health Department 15 days in advance. Local law prohibits Tent Stands from setting up at recurring events such as farmers markets.

Hold Harmless Agreement

As a condition of participating in the Hive Market, all Vendors agree to the following hold harmless provisions:

Each vendor participating in the Hive Market shall be responsible for any loss, personal injury, deaths, and/or other damage that may occur as a result of the vendor's negligence or that of its servants, agents, and employees, and hereby agrees to exonerate, hold harmless, indemnify and defend Hive Market, its successors and assignees, from and against any and all losses, damages, claims, suits or actions, judgments and costs, and attorney's fees which may arise or grow out of any injury or death of persons or damage to property in any manner connected with the vendor's products, operations, or vending at the Market.

The Friends of Downtown Bessemer City holds general liability insurance for Hive Market. This insurance DOES NOT cover vendor spaces or products. Vendors must have insurance covering participation in the market. As it is not practical for the market to manage each individual vendor's insurance coverage, this is a self-enforced requirement.

Vendor Printed Name: _____
Vendor Signature & Date: _____

For any questions contact:

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Doug Ross, Market Supervisor (704) 629-5111