



Barossa Farmers Market Guidelines and Philosophy

Barossa Farmers Market Vision:

The BFM is a market with its heart in the Barossa. It delivers authentic produce, sold by passionate and creative people to support ethical and sustainable regional prosperity

Basic Guidelines & Philosophy

- The Barossa Farmers Market is a regional market with its heart in the Barossa.
- It is a food only market - the only exceptions are potted plants, cut flowers, compost, wood & Christmas trees.
- There are no resellers. Those who grow or make the food sell the food.
- The provenance of food, or creating a connection between what we eat and where it comes from, underpins the whole market.
- The market promotes sustainable agriculture by giving priority to biodynamic, organic and minimal spray produce.
- We support the process of organic certification and as such only those producers who have certification can use the term 'organic'. Terms such as 'minimal spray', 'grown using organic methods' or 'spray free' are an acceptable alternative.
- We are working towards a plastic free market (within the parameters of food packaging laws) and encourage all producers to use natural materials, where possible.
- Genetically engineered foods (including animals knowingly raised on GE feed) cannot be sold at the market.



Market Rules and Regulations

1. Location & Time

The Barossa Farmers Market is held once a week on Saturday mornings between 7:30am and 11:30am in Vintners Sheds on the corner of Nuriootpa & Stockwell Roads.

2. Membership

Membership of the Barossa Farmers Market is open to all farmers, gardeners, bakers, and cooks who produce what they offer for sale, and to community stakeholders and supporters of the Market.

Producers who wish to be stallholders must be members of the Market; approval of stallholder applications is at the discretion of the Board of the Barossa Farmers Market.

3. Membership Fees

Annual fee for stallholder membership is \$55.00, payable at commencement of membership which is valid for 12 months. Annual fee for non-stallholder membership is \$55.00 per household.

Payment may be made by cash or cheque made payable to Barossa Farmers Market

This fee entitles members to:

- 10% discount at the Breakfast Bar and coffee station and all stalls in the market
- Apply for a stall at the Market
- Receive one coffee card (5 coffees)
- Receive one market bag (new memberships only)
- Receive regular communications and other updates and offers, as they come to hand.
- Participate in Barossa Farmers Market AGM and be eligible to join the Board
- Publicity / promotion on our website and Facebook page. (Stallholders only)
- Personal/ product/ company information listed on website (Stallholders only)

4. Stall Fees & Guidelines

Site fees shall be set by the Board and are subject to change from time to time. For the 2019/2020 financial year, the site fees are as follows:

- 1 standard trestle inside: \$41 (previously \$39)
- 3x3m stall outside (must supply own gazebo and table) \$33 (previously \$31.50)

Permanent stallholders who attend each week will be entitled to one free week for each four week attended when paying in four week blocks. This only applies for attendance on sequential weeks – ie stallholders must attend every week in a 5 week block to receive the free week. Exceptions may be made in special circumstances at the discretion of the board and market management.

Electricity use surcharge:

- There is a charge of \$3 per small appliance using less than 0.05kw and used only during market opening hours (ie microwaves, small table top fridge, scales) (previously \$2)
- There is a charge of \$7 per standard commercial display fridge or other items using less than 1kw (previously \$5)
- There is a charge of \$10 for appliances that use large amounts of power ie over 1kw (new category)

These charges are for appliances used only on Friday and Saturdays during market operating hours, including set up and pack down times. Fridges and other appliances left on during on the week will incur additional charges that will be determined by the Board.

Stall placement will be at the discretion of the Market Manager.

- Stalls shall have no solid construction (other than refrigeration) more than 1.5m in height above ground level in center sections of the market and no more than 3.0m above ground level for stalls at the shed perimeter.
- Hanging signage, if used, is to have written approval of the market manager prior to installation.

Bookings: Both permanent & casual stallholders must confirm their bookings with the Market Manager by 10:00am of the Thursday prior to the market.

Cancellations: Site bookings can be cancelled up to 10:00am of the Friday prior to the market. Cancellations after this time or non-appearance without cancellation at a Market will mean payment of the site fee for that Market.

Stallholder Absences: Stallholders will be charged for their stall site if they are away for more than 2 consecutive weeks and their stall is not able to be used by another stallholder.

To avoid conflicts in the mix of products at the market, if a value-add stallholder is absent for more than 6 months or a primary producers absent for more than one season, then they will need to re-apply to the Board for approval to trade.

The Barossa Farmers Market reserves the right at any time to alter the size, shape and position of the floor plans as may be necessary.

5. Vendors' Responsibilities

- All vendors are expected to maintain the Market standards of freshness and high quality.
- Access to the site is from 6am to 12.30pm on Saturdays and from 1 - 5pm on Friday afternoons. The setting up of stalls after 7.30am is not permitted. Other times are available by arrangement with the Market Manager (Mob: 0402 026 882)
- Stalls must be open to view and properly staffed by the producer or competent representative during market hours (7:30am-11:30am). There is no pack down prior to 11.30am.
- It is the responsibility of the vendor to ensure their stall is clean, tidy, safe and well presented. If the Market Manager is not satisfied with the cleanliness or presentation of a stall, a written warning will be given. Failure to rectify the problem will attract a penalty of \$30 per Market. If the problem is not resolved by the Vendor, the Board reserves the right to suspend the Vendor's membership of the Market until the problem is resolved.

- All vendors must comply with appropriate regulations (eg product labelling, food safety plan) and acquire any necessary licenses or permits for selling or producing their products. Copies of these licenses must be given to the Market Manager prior to selling at the Market.
- The Market is not responsible for refrigeration. Limited refrigeration can be booked in advance with the manager. Power is limited; therefore, the introduction of additional powered appliances such as cash register, frying pans, heaters, fans, scales etc can only be done so upon discussion and arrangement with the Manager.
- All electrical equipment must be tagged and tested prior to use at the Market. The Market takes no responsibility for any electrical equipment used by the Vendors at the Market, including fridges. Vendors should ensure that their insurance coverage is adequate in the event of fridge failure.
- If a vendor is found to be reselling, they will be asked to leave the market immediately or remove the product from sale.
- There is a stallholder roster of tasks which must be completed at the beginning and end of each Market. It is the Stallholder's responsibility to ensure they are aware of their rostered dates and be ready and able to perform their duties. The Market Manager must be notified of any swaps between stallholders. A failure to swap the rostered day, or complete the duties will attract a penalty of \$50.
- A producer may submit company/product /personal profile information to the Manager for inclusion in the web-site and other promotional opportunities.
- Stallholders selling their goods to the BFM shall do so in a transparent and competitive fashion. Where the vendor is a member of the Barossa Farmer's Market Board, that member shall abstain from discussion and voting relating to the sale of their goods to the BFM.

6. Product & Produce Eligibility

- All stallholders must be approved by the Barossa Farmers Market board prior to commencing trading. All new stallholders are subject to a probationary period for a timeframe which will be set by the board.
- Produce must be grown or produced in the Barossa. Product not grown or sourced from the region will be assessed and approved only at the discretion of the Board.
- Value added products must be primarily of Barossa provenance, ie based on locally grown content where possible and have ingredients clearly labelled. Please see attached labelling requirements; please ask if you need more information on labelling laws.
- All products sold at the Barossa Farmers Market must be grown or made by the member. Buying products for resale at the Market will not be allowed.
- Vendors must seek approval of the Market Manager before offering additional products or produce for sale.
- Limited approval of hot food sales by stallholders will be allowed. A separate application and approval process will apply with additional criteria and approval as determined by the board. Approval will only be extended to items that do not require cutlery and crockery to be consumed.
- To preserve the character of a Barossa market balanced with diversity of offering, the composition of products grown or made for offering at the Barossa Farmers Market shall comprise a minimum of 75% from within the markets' defined region and up to 25% from outside the defined region.

7. Packaging

- We are working towards a plastic free market by 30 June 2020 and all stallholders will be required to use compostable options for packaging and single use food service items and to separate out their waste by this date. Stallholders with difficulties in sourcing suitable packaging (due to the nature of their products and/or the parameters of food packaging laws) can request an exemption from the Board and market management.

8. Grievances

- In the first instance, members must raise any concerns or grievances with Market Management.
- The matter may then be referred to the Board if a satisfactory outcome cannot be reached.
- The relevant member has the right to attend the Board meeting at which the matter is to be discussed or may make a written submission.
- The decision of the Board will be final.

9. High-Risk Food Groups

Stallholders selling goods deemed to be 'high-risk' (for example meat/dairy/poultry/honey/seed sprouts) must provide current accreditation to be sighted by the market manager at time of their stallholder application.

The following food products are examples that are normally potentially hazardous and therefore must be refrigerated at the Market

- raw and cooked meat or foods containing raw or cooked meat, for example casseroles, curries, lasagna, and meat pies;
- dairy products and foods containing dairy products, for example milk, custard and dairy based desserts;
- seafood (excluding live seafood) and foods containing seafood;
- processed fruits and vegetables, for example salads and unpasteurized juices;
- cooked rice and pasta;
- processed foods containing eggs, beans, nuts or other protein-rich food, for example quiche and soya bean products; and
- foods that contain any of the above foods, for example sandwiches and quiches.

Note that some of the above types of foods will not be potentially hazardous because they have been manufactured to ensure they are not potentially hazardous. However, they will still require refrigeration for food quality reasons.

(Reference: Australia and New Zealand Food Authority Safe Food Australia Standard 3.2.2 A Guide to the Food Safety Standards second edition January 2001)

10. Labelling Requirements.

All stallholders products must comply with all relevant legislation and guidelines, including food labelling and food safety requirements. It is the responsibility of stallholder to ensure that the labelling of their goods and their stall is compliant

10. Amendment of Rules and Regulations

The Board reserves the right to amend these Rules and Regulations from time to time.

11. Disclaimer of Liability

Stall holders agree to indemnify the Barossa Farmers Market from any damage, expense or liability arising from any injury or damages to any person, including the general public, the vendor or others, occurring either in the space occupied by the participant or elsewhere arising out of its occupancy or anything connected with the occupancy. The Barossa Farmers Market will not be liable for any loss or damage to the property of the participants due to fire, robbery, accidents or any other cause whatsoever that may arise from use and occupancy of the site.