



## Oneonta Farmers Market Rules and Regulations

### General Note:

The Oneonta Farmers Market, going forth referred to as “Market”

The Oneonta Agricultural Group, Inc. going forth referred to as “OAG”

The Oneonta Agricultural Group, Inc. Board of Directors, going forth referred to as “Board”

**Mission Statement:** The mission of the Oneonta Farmers Market is to provide a place for community members and visitors alike to connect with local producers and artisans, to promote agriculture and education.

### Equal Opportunity:

The Market provides equal opportunity to all approved vendors and prohibits discrimination and harassment of any kind. The Board and Market is committed to the principle of this opportunity providing our community, vendors, and Board with a Market environment free of discrimination and harassment before, during or after the Market. Any language or behavior that is threatening, abusive, or creates a hostile environment to other vendors, the general public, the Board or their designee shall constitute a violation of Market rules.

All decisions are based on Market business needs, rules and regulations, vendor requirements and qualifications, without regard to race, color, religion or belief, political affiliation, national, social or ethnic origin, sexual orientation, gender identity, military or veteran status, familial status, or any other basis protected by applicable law.

### Location, Date & Time:

- Outdoor Market – Dietz Street, Oneonta - Saturdays May through October - rain or shine. Market operation times are 9 am to 12 pm ET.
- Winter Market - Foothills Performing Art Center, Oneonta, Saturdays in November through April. Market operation times are 9 am to 12 pm ET.
- Conditions for cancellation examples: the forecasted high is not greater than 0 Fahrenheit, local, county, or state declared state of emergency
- Should dangerous and/or inclement weather force market cancellation, it will be posted on the Oneonta Farmers Market Facebook page.

### Market Fees & Application:

- All Vendors will pay a \$30 administration fee for the season, prior to the start of the outdoor season.
- Stall fees for the Saturday markets are \$20 for a full-canopy space, discounted to \$15 if paid in advance of season, \$25 for one day/occasional vendors. Multiple stall spaces are charged based on the number of additional spaces but not less than one full stall price.
- Vendors more than 3 weeks in arrears shall be prohibited from market attendance until account is brought current. Exceptions may be made on a case-by-case basis, if requested by the vendor.
- All vendors must submit a complete application for the current year including application form, product list, copies of required licenses, certifications, insurance certificate, and administration fee prior to market acceptance and attendance.

Oneonta Farmers Market  
PO Box 343, Oneonta, NY 13820

[www.OneontaFarmersMarket.org](http://www.OneontaFarmersMarket.org)

[OneontaFarmersMarket607@gmail.com](mailto:OneontaFarmersMarket607@gmail.com)

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### **Insurance, Taxes & Licenses:**

- All vendors are required to submit a Certificate of Insurance for at least \$500,000 for general liability insurance (premises and product) naming Oneonta Agricultural Group, Inc. and the City of Oneonta as additional insured.
- All products that vendors offer for sale must meet all local, state and federal requirements and licensures for production and processing for products, non-compliant products will be prohibited for sale. Some examples of are: NYS sales tax, organic certificate, nursery permit, aquaculture permits, commercial kitchen license, home processor license, farm winery license, milk & dairy license, 5A slaughterhouse license
- Vendors must remit copies of all certifications/licenses/insurance certificates before vending.

### **Products and Standards for Participants:**

#### **Fruit and Vegetable Vendors:**

- Fruit and vegetable vendors must produce, grow, process and/or make at least 80% of the items they offer for sale at each market. Furthermore, items must be grown within a 50-mile radius of Oneonta. The 80% designation is by volume at each market.
- Exception: vendors may broker pit fruit which may be grown in a state that touches New York.
- Product brokering is permitted and must be listed on the brokered product list and signage

#### **Livestock Producer Vendors:**

- Livestock products sold must be under the management of the producer for at least 80% (by volume) of the items they offer for sale at each market. For those animals not born on the vendor's farm, the following management requirements apply:
  - Eggs must be from layers under their management,
  - Livestock including but not limited to pigs, goats, sheep, cattle, venison, meat poultry and rabbit, shall be under the management of the producer for a third of their life cycle
  - Product brokering is permitted and must be listed on the brokered product list and signage.

#### **Craft Vendors:**

- No brokering of craft products; crafts must be vendor made - not including materials

### **All Vendors:**

- Vendor inspections may be conducted on an as-needed basis
- Vendors may not accept WIC coupons or Office of the Aging coupons unless they have submitted the necessary paperwork to New York State Agriculture and Markets.
- Any vendor selling items by weights that are not indicated on packaging must supply scales approved and calibrated by County Department of Weights and Measures. Permits must be renewed as prescribed by the Weights & Measures inspection stamp. Any vendor found giving incorrect weights to the public be subject to sanctions.
- For situations not delineated in these rules, the Board or their designee, will use their best judgment and will make decisions in the best interest of the market.
- The Market, OAG, Board, or designee is not responsible for any loss/damage incurred by vendors.

### **Vendor Conduct:**

- Vendors must be sure to clean up all debris left at their stall space,
- Vendors must be sober, courteous and industrious,
- Vendors must maintain a professional, orderly atmosphere,

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- Vendors may not play music or use PA systems from their stall,
- Hawking of customers is not permitted,
- Vendors may not smoke cigarettes, cigars, pipes or electronic devices in the market area,
- Vendors must maintain high standards of their products, table displays and sales behavior,
- Vendor/Customer interactions shall be conducted in a manner and at a volume as to not interfere with other vendors or market patrons
- Disagreements with fellow vendors, customers and/or management shall be handled in a respectful manner. Verbal or written threats or harassment, inappropriate signage or displays, or physical assaults shall be considered a violation which may result in suspension or termination from Market.

#### **Vendor Parking, Loading & Unloading:**

- For outdoor markets, vendor arrival time is between 7:30 am and 8:30 am
- Vehicles may be driven in the market area only to load and unload. Vehicles are prohibited from being left in the market area during set up or take down.
- Vendors who arrive late must load from the street, as parking is available.
- Vendors will stay at the market while it is open and begin disassembling their canopies at 12 pm.

#### **Vendor Stalls:**

- Vendors are responsible for securing their own canopies in the market area.
- Vendors pay for a designated stall. Overflow is a privilege, not a right.
- Vendors must be set up and ready to sell by 9 am on market days.
- All vendors must provide a canopy for their stall, clearly identify business name, no larger than 3'x 6'
- New vendors may be given part-time spots or placed on a waiting list.

#### **Vendor Attendance:**

- Vendors must in good faith attend the markets they are scheduled for—even on days with poor weather. Advertised markets are held rain or shine, unless otherwise communicated. Vendors who do not attend the market for which they are scheduled will be charged their regular stall fee.
- Scheduled markets for which a vendor will be absent, the vendor is responsible for contacting a member of the Board prior to start of Market, in advance as soon as possible.
- Absences negatively affect the market and may result in loss of stall space.

#### **Market governance and grievance:**

- The Oneonta Farmers Market is a project of the Oneonta Agricultural Group, Inc. (OAG) which serves as the Market governing authority. The OAG elects Board members in accordance with their organizational by-laws. The Board reserves the right to appoint a designee to implement Market rules, regulations, day-to-day operations, and activities.
- Any and all vendor grievances shall be submitted in writing to the Board ([oneontafarmersmarket607@gmail.com](mailto:oneontafarmersmarket607@gmail.com)). Vendors agree to waive rights to all other means of legal recourse and public demonstration. Vendors who are not satisfied with the decisions made by the Board may terminate their participation as their only means of recourse following a decision which does not satisfy the vendor.

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**Sanctions & Violations:**

A vendor may be removed or suspended from the Market or have selling privileges at the Market conditioned, modified, limited or terminated at any time.

- The Board or their designee reserves the right to terminate any vendor for violation of these Rules and Regulations or without cause. Terminated vendors shall forfeit any unused portion of their prepaid booth fees. Vendors who are terminated waive all rights and remedies not otherwise specifically available within these Rules and Regulations.
- The Board may also refer the matter to a governmental agency with jurisdiction over the subject at issue.

**Contacts:**

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Margaret Kennedy, President

Tanya Moyer, Treasurer

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