

**Vendor Guidelines**  
**Mathews Farmers Market**

1. All items sold at the Mathews Farmers Market must be either “made, baked or grown” by the vendor.
2. Each vendor is responsible for knowing and observing all Federal, State, and local health and safety regulations regarding the items they are offering for sale. Specifically, vendors offering food items prepared offsite (jams, baked goods, etc.) are directed to contact Sarah Good, Virginia Department of Agriculture and Consumer Services, at 757.363.3840. Vendors who propose offering food items prepared at the Market (grilled, steamed items, etc.) must contact Lokia Elam, Three-Rivers Health Department, at 804.725.7131. All other inquiries should be directed to Bette Dillehay at 804.725.5747.
3. Vendors will set up at 8 a.m. and close at 1 p.m. each day that the market is open.
4. Vendors will pay \$5 a day for a space. Vendors over 80 years old will pay \$2. Spaces for vendors who pay per day are assigned by the market manager on a first-come, first-served basis.
5. Vendors wishing to retain the same space from week to week may do so by purchasing the same location for the entire season. The fee for this will be \$100 per season. Vendors who select this option are asked to notify the market manager the week before they will not be in attendance so that space can be reassigned to a vendor for the day, preventing empty spaces in the market for that week.
6. The community tent area and music locations are reserved for that purpose only, and are centrally located in the Courthouse Green.