

Tarana Community Farmers Market Inc Charter

The principles in this charter apply to the Tarana Community Farmers Market Inc. which is conducted on the grounds of the Tarana Rural Fire Service on the 4th Sunday of each month.

Each month, the Markets include

- A variety of stall holders
- A special interest display or guest, for example
 - Cooking demonstrations
 - Farming activities such as shearing
 - Information sessions from local or state government organisations, such as the local weeds officer
- A site reserved for local schools, community groups or charities
- Live entertainment from local performers

The primary aims of the Markets are to

- encourage and support the profitable trading of independent local producers who grow or make their goods within our region
- provide customers with regular supplies of fresh, seasonal, high quality, farm origin, locally grown or made products
- allow customers and stall holders to engage with each other and build supportive relationships to connect the community with the growers and producers
- promote sustainability of production, recycling and waste minimisation
- support financially the Tarana Rural Fire Service and Tarana community projects

The Tarana Community Farmers Market Inc is run by a volunteer Committee of a minimum of seven members elected each year at the Annual General Meeting held in April. The Committee's major roles are to

- liaise with the Tarana RFS and Lithgow Council
- manage finances, including insurances
- coordinate and manage stall holders, and new stall holder applications
- maintain a stall holder data base
- promote the Markets and organise advertising
- abide by the rules of the Constitution of the Markets incorporation

Stall holder requirements are as follows:

1. Stall holders are to be from the local region. The region includes the Central West and the Blue Mountains. Applications for stalls from outside the region may be considered, provided all other requirements are met. Producers from the immediate Tarana area will be given priority.
2. The Markets are for producers of high quality goods. Stall holders must grow or produce everything they sell. No on-selling is permitted.
3. An application form is to be completed by prospective stall holders, and all requested documentation is to be supplied. This applies to existing stall holders who wish to add to their produce.
4. All decisions about eligibility for the Markets will be decided by the Management Committee. The Committee comprises representatives of the Tarana Rural Fire Service, stall holders, community members and customer representatives.
5. Only goods approved by the Committee are to be sold.
6. If claiming produce to be organic or biodynamic, certification must be displayed
7. The Markets' Charter and all local, state and federal government obligations are to be complied with and are the responsibility of the stall holders.
8. All stall holders must hold a minimum of \$10m public liability and product insurance. Proof of currency must be provided with an application form and a copy available on request by the Committee. Insurance can be provided on a monthly basis for stall holders who don't have a current policy. A fee (currently \$5 per month) will be collected with the stall holder fee.
9. Stall fees are \$15 per stall, which may be reassessed from time to time at the discretion of the Committee. Most frontages are 3m. Stalls are permitted to extend backwards if there is space, but must allow sufficient room for customers to access their stall without encroaching on neighbouring stalls.
10. Where possible, value added goods should use locally grown ingredients or products
11. Ready-to-eat food should use local produce, preferably from other stall holders, wherever possible
12. All produce must be sold by the principal producer, or a nominated family member or employee or delegated representative. No re-selling if permitted.
13. On market day, the Market Coordinator has the right to inspect stalls and products to ensure they comply with the Charter and individual applications, and has the authority to request that any items in breach be withdrawn from sale or any non-compliant stall holder be requested to leave. Any such incidents will be reported to the next Management Committee meeting and a review will be undertaken. Results of the review will be communicated to any stall holders affected.
14. Stall site allocation will be made by the Committee and the Market Coordinator.
15. Every effort will be made to provide the most suitable site for each stall, and to maintain regular stall sites. Any special requests for sites to be made to the Market Coordinator, and will be considered by the Committee. Priority will be given to regular attendees.
16. No individual product will be promised exclusivity. All attempts will be made to limit to 2 the number of stalls selling the same products.
17. Stall holders to inform the Market Coordinator by the Friday before each market if they are unable to attend.

18. Each stall holder is responsible for bringing all required equipment, setting up their own pergolas and tables, and leaving the site and communal areas tidy and clean.
19. Stalls must be set up and ready to trade by the start time of 10.00am, and are not to dismantle until the end of the Market at 2.00pm.
20. All vehicles must be off site or in position behind stalls no later than 9.30. Great care must be taken at all times when driving within the site.
21. Every stall should be clearly identified and named, and produce clearly labelled, including minimum labelling requirements for processed foods in accordance with the Australian and New Zealand Standards Codes
22. Stall fees and, if necessary insurance fees, will be collected during trading times.
23. Recycling and waste bins provided by the Rural Fire Service are for the use of customers only. Stall holders to take bulk rubbish and recycling away.
24. Stall holders are encouraged to use recyclable and reusable packaging and bags, and to minimise use of plastics.
25. Any suggestions, request or formal complaints to be made in writing to the Management Committee via email to info@taranacommunityfarmersmarket.com.
26. Inappropriate language, behaviour, music, profanity, noise, harassment or abuse by a stall holder or participant toward another stall holder or any member of the public will not be tolerated and is grounds for immediate and permanent expulsion from the Markets.
27. Stall holders will indemnify Tarana Community Farmers Market Inc from any damage, expenses or liability arising from any injury or damage to any person occurring either on the site occupied by the stall holder or elsewhere as a result of their occupancy or anything connected with occupancy.
28. Tarana Community Farmers Market Inc will not be liable for any loss or damage to the property of participants due to any cause whatsoever that may arise from the use and occupancy of the site.
29. Tarana Community Farmers Market Inc assumes no liability for any damages or losses resulting from or relating to the failure of the participants to comply with the provisions of this agreement.