

Clarksville Farm Fresh Marketplace 2025 VENDOR RULES & APPLICATION

The Clarksville Farm Fresh Marketplace (CFFM) showcases the products of Mecklenburg County, VA and nearby VA counties, its farmers, and small producers of handmade items. The farmers market is managed by the Clarksville Lake Country Chamber (CLCC). The CLCC and the Town of Clarksville require vendors to meet Federal, State, and Local Laws & Regulations about their business operations. (Please refer to the Rules and Regulations and Approved/Acceptable Products below for guidance on whether licensing or registration may be required.) The application must be completed and can be found at the following links:

<https://www.vdacs.virginia.gov/pdf/kitchenbillfaq.pdf>

<https://law.lis.virginia.gov/vacode/title3.2/chapter51/section3.2-5130/>

RULES AND REGULATIONS

1. The Producer must raise, grow, produce, catch, or make from scratch at least 100% of what they sell at the CFFM. A “Producer” may be a sole proprietorship, a partnership, or a corporation and shall include family members and employees who assist in the production and/or sales/marketing of the farm products and as such, agrees to provide appropriate pertinent documentation to establish compliance with the 100% requirement. The Producer must be the primary person responsible for all crops/livestock raised on all properties.
2. The farm or place of business must be in Virginia and within a 50-mile radius of Clarksville, Virginia to participate in the CFFM.
3. Flea market items are not permitted (exceptions on specific CFFM dates – TBD).
4. Business owners are required to be present at 50% of the markets attended.
5. Baked goods are defined by the “scratch rule”. You may sell products you have personally mixed, baked, prepared, finished, and packaged. Repackaging of commercially prepared products is prohibited.
6. Vendors must furnish their own tables, chairs, legally inspected scales for weighing, and other display items needed. Goods may be sold directly from back of a truck. Your truck/set-up must fit within assigned space and may not encroach on adjoining spaces.
7. One vendor per space is assigned by the organizers. Vendors are assigned a single space. Exceptions may be made by the CLCC on a case-by-case basis.
8. Vendors must remain in assigned spaces when selling products and must conduct sales in an orderly business manner. Shouting and other objectionable means of soliciting trade are prohibited. Radios and other sound-producing devices are not allowed during market hours. Business must be conducted inside the vendor’s own space. No vendor may solicit outside their assigned space.
9. Shoes and attire appropriate to a food market are required while selling at the CFFM.
10. No smoking is permitted in the CFFM area or within 25 feet of the CFFM area.
11. Vendors must prominently display a sign that identifies their farm name and location. Prices must be displayed.
12. Set-up/arrival time for the CFFM is one (1) hour before the opening of the marketplace. If vendors arrive less than 15 minutes before the CFFM opening, they must check with the CLCC to ensure the safety of vendors and customers before setting up. Leaving early is prohibited except for an emergency. Vendors should notify the CLCC immediately and use extra caution in break-down to ensure the safety of the vendors and customers.
13. If I am unable to attend the CFFM for any reason, I am required to notify the CLCC of my absence as soon as possible to allow for reassigning spaces if needed.
14. CFFM’s are held rain or shine. No refunds are provided to vendors for any reason.
15. “Bagging” is permitted 15 minutes before the opening time of the CFFM. While early shopping is discouraged, all customers should be accommodated to ensure a positive experience at the CFFM.
16. Vendors must stop selling at the closing time of the CFFM, recognizing that customers already at the CFFM at closing time may still be served. Vendors must vacate the CFFM site within one (1) hour of the market closing. Vendors are responsible for cleaning their space after each CFFM and are required to assist in keeping the common areas clean.
17. Subleasing, selling, transferring, or permitting another farmer to use a vendor’s assigned CFFM space is prohibited.
18. Vendors may not bring dogs or other pets/animals to the CFFM.
19. All minor children of vendors must be properly supervised by parents or guardians at all times.
20. Vendors may only sell items listed on their application. An amended application must be submitted for CLCC approval before offering any new items at the CFFM.
21. Payment is due in full with completed application. The Clarksville Lake Country Chamber accepts Cash, Check, or Money Orders (made payable to Clarksville Lake Country Chamber). We also accept Credit Cards (additional fees apply).

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APPROVED/ACCEPTABLE PRODUCTS & LICENSURE REQUIREMENTS

1. Homegrown Farm Products:
 - a. vegetables
 - b. fruits
 - c. herbs
 - d. honey (honey vendors must own the hives where honey is produced and must be located within a 50-mile radius of Clarksville, VA)
 - e. mushrooms
 - f. nuts and seeds
 - g. flowers, bedding plants, and nursery stock
2. Baked Goods*, Jams, Jellies, Syrups, Non-Alcoholic Beverages, and Similar Products:
 - a. Baked goods, jams, jellies, syrups, non-alcoholic beverages, and some other value-added foods are within the rules and regulations of the Virginia Department of Agriculture and Consumer Services. You must provide a copy of the inspection certificate from the Food Inspection Section of VDACS if your business is in Virginia, or from a comparable State inspection Agency of the state in which your business is located.
 - b. You must comply with the laws of the County of Mecklenburg related to a business license.

*Baked goods are defined by the "scratch rule". You may sell products you personally mix, bake, prepare, finish, and package. Repackaging of commercially prepared products is prohibited. Please follow VDH regulations and ensure appropriate labeling as indicated below.

*EXAMPLE OF REQUIRED LABELING:

CHOCOLATE CHIP COOKIES

Ingredients: all-purpose flour (bleached wheat flour, malted barley flour, niacin, iron, thiamin mononitrate, riboflavin, folic acid), semi-sweet chocolate chips (sugar, chocolate, cocoa butter, soy lecithin, vanillin, natural flavor), butter (cream (milk), salt), walnuts, granulated sugar, brown sugar (molasses), eggs, sodium bicarbonate, vanilla extract (vanilla bean extractives in water, alcohol), salt. (Allergens completely declared in the ingredients statement) or (Allergens completely declared in a Contains statement)

Ingredients: all-purpose flour (bleached wheat flour, malted barley flour, niacin, iron, thiamin mononitrate, riboflavin, folic acid), semi-sweet chocolate chips (sugar, chocolate, cocoa butter, soy lecithin, vanillin, natural flavor), butter (cream, salt), walnuts, granulated sugar, brown sugar (molasses), eggs, sodium bicarbonate, vanilla extract (vanilla bean extractives in water, alcohol), salt. Contains: wheat, soy, milk, walnuts, eggs

NOT FOR RESALE – PROCESSED AND PREPARED WITHOUT STATE INSPECTION

Nancy Smith, 111 Happy Lane, Anytown, VA 22554, 540-555-2290, Produced 1-23-2024 Net Wt. 10 oz (283 g)

3. Bottled wine: You must obtain a business license and the required remote license from the ABC authorities. The CFFM is an 'ABC Off' location.
4. Meat Producers: Permitted to sell eggs, seafood, fresh, frozen, and smoked meats provided you meet the requirements of the Food Inspection Section and Office of Meat & Poultry Services of the Virginia Department of Agriculture and Consumer Services (VDACS). All beef, lamb, goat, hog, and poultry sold at the CFFM must be raised on your farm or leased properties and you are directly responsible for their care. CFFM does not allow contract farming. The minimum times for purchased animals to be raised on your farm are:
 - a. Beef – 7 months
 - b. Lamb – 4 months
 - c. Goats – 6 months
 - d. Hogs – 4 months

The maximum weight an animal may be purchased is:

- a. Beef – 700 lbs
- b. Lambs – 60 lbs
- c. Goats – 60 lbs
- d. Hogs – 100 lbs

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Poultry may be raised from chicks purchased at two (2) weeks of age or less and laying hens may be bought as pullets. Any other breed of animal must be pre-approved by the CLCC before offered for sale. You may cook and give samples of products, but selling products cooked at the CFFM must be approved by the CLCC in advance. You must confirm that you sell at least 75% of products that you or your immediate family have produced on your own property and/or property you lease.

All beef, sheep, goats, or hogs must be slaughtered and processed at a USDA or OMPS-inspected facility. Persons may slaughter and process up to 1,000 poultry annually on the farm under sanitary conditions. Birds must be clean and fit for human food. Persons slaughtering over 1,000 birds/up to 20,000 birds must apply for a permit of exemption with OMPS.

5. Dairy: Milk, cream, buttermilk, and other Grade "A" products must be permitted through the Virginia Department of Health and in compliance with applicable Virginia and/or federal regulations. Cheese, butter, ice cream, and other manufactured grade dairy products must be permitted by the Dairy Services Program of VDACS and operated under the applicable requirements of Virginia regulations. All dairy products sold for human consumption must be permitted and in compliance with the appropriate regulatory authority, either VDH or VDACS, depending upon the product. Dairy products, with a few small exceptions such as dried powdered milk or aseptically produced products are TCS foods and must be handled and stored appropriately. Contact Hunter Moyer for detailed information at hunter.moyer@vdacs.virginia.gov
6. Craft items: Vendors may sell craft items of an agricultural nature (e.g., herbal wreaths, pepper strings, beeswax candles) provided the items are grown and fashioned by the vendor. Flea market items are not permitted (exceptions on specific CFFM dates may be announced). CFFM retains the right to control the type of craft items being sold.

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Clarksville Lake Country
CHAMBER OF COMMERCE

Business Name: _____
Mailing Address: _____ City: _____ Zip: _____
E-Mail: _____ Website: _____
Contact Person: _____ Cell Phone#: _____

CFFM DETAILS & PRICING

The Clarksville Farm Fresh Marketplace season is Saturday, April 26-Saturday, October 25, 2025. The farmers market operates once per month on the 4th Saturday of each month from 8am-1 pm.

FEES

- Farmers = \$5.00 per Saturday Market
- All other vendors = \$10.00 per Saturday Market
- Clarksville Lake Country Chamber Members = NO CHARGE per Saturday market

☐ VDAC permit ☐ Exempt ☐ N/A

2025 CFFM Schedule

Check all that apply based on your expected participation:

- ☐ April 26th
☐ May 24th
☐ June 28th
☐ July 26th
☐ August 23rd
☐ September 27th
☐ October 25th

Products: Please check all items you intend to sell and list your specialty. Additional details required below.

- | | | |
|--|--|--|
| <input type="checkbox"/> Fruits | <input type="checkbox"/> Jams & Jellies | <input type="checkbox"/> Eggs |
| <input type="checkbox"/> Vegetables | <input type="checkbox"/> Honey | <input type="checkbox"/> Baked Goods (must be wrapped or placed in paper or plastic) |
| <input type="checkbox"/> Plants | <input type="checkbox"/> Maple Syrup | <input type="checkbox"/> Herbs & Spices |
| <input type="checkbox"/> Flowers/Bulbs | <input type="checkbox"/> Apple Cider | <input type="checkbox"/> Nuts & Seeds |
| <input type="checkbox"/> Dairy – Type: _____ | <input type="checkbox"/> Agricultural Art/Craft Item*: Specify _____ | |
| <input type="checkbox"/> Beef | <input type="checkbox"/> Chicken | <input type="checkbox"/> Seafood |
| <input type="checkbox"/> Pork | <input type="checkbox"/> Other Meat: Specify _____ | |
| <input type="checkbox"/> Prepared Specialty Foods: Specify _____ | | |
| <input type="checkbox"/> Other: Specify _____ | | |

Please provide specific information on what you plan to sell (ex. Vegetables including tomatoes, watermelon, broccoli):

How long have you grown/made your product(s)? _____

Who will sell your products at the market (Business owner attendance required at 50% of CFFM's attended):

Name(s): _____ Relationship: _____

Do you have product liability insurance? ☐ Yes ☐ No

Do you attend other markets, shows, or venues where you maintain a booth or stand? ☐ Yes ☐ No

If yes, please list locations: _____

What is the preferred space needed for your product (ex. 5X5; 10X10)? _____

Please include 3-5 photos of your operation, market display, and the products you intend to sell. Applications that do not include photos will not be considered until photos are received by mail or electronically. Photographs will not be returned. They may be attached to your application or emailed to Director@KerrLake.com. Be sure to include your name and business.

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UNDERSTANDING AND AGREEMENT:

By checking the boxes and signing below, I confirm that I have read and agree to all terms of the Clarksville Lake Country Chamber farmers market.

☐ I have read the 2025 Rules & Regulations and understand that the rules may be subject to change. If there are any changes, I will be notified immediately. I agree to comply with all regulations governing the Clarksville Farm Fresh Marketplace (CFFM) as outlined. I have attached the requested license/registration, and I certify that the information completed above is true and accurate. I also understand that my application will not be processed until payment and pictures of my products are submitted to CLCC with a completed application. I further understand that any applicant who makes false statements or representation of certification in this application is subject to a fine and/or revocation of their permit.

☐ I authorize the Clarksville Lake Country Chamber (CLCC) to list my company name and products offered to advertise the Clarksville Farm Fresh Marketplace. I also authorize CLCC to take pictures for their use in promoting the farmers market to the public.

Vendor Signature _____ Date: _____

Please complete, sign, and return this application with the appropriate proof of license or registration to:

Clarksville Lake Country Chamber of Commerce
P.O. Box 1017, Clarksville, VA 23927
or email to Director@KerrLake.com

Payments and product photos are due at the time of application submission
The CLCC accepts Cash, Check or Money Order
CLCC also accepts Credit Cards (additional fees apply)