



# **Selling At The Lexington Farmers Market**

## **Can I sell my items at the market?**

The Lexington Farmers Market is a producer-only market. This includes the market at the Depot, the Winter Market at Bull City Ciderworks, and Pop-Up markets. That means you must make, bake, or grow it in order to sell it. We have two kinds of vendors: (1) Farmers/Producers and (2) Crafters.

Please read this page in its entirety. If you still have questions, please contact Market Manager Bobbi Potter Pinto at 336-287-6017 or [bpotterpinto@gmail.com](mailto:bpotterpinto@gmail.com).

**Step 1:** Make sure you are eligible to vend with us! Read below to find out.

**Step 2:** Farmers, get certified by Cooperative Extension. Bakers/Food Producers, get your Depot of Ag home kitchen inspection. Crafters, fill out the craft application.

**Step 3:** Confirm with the Market Manager that you have been certified or have filled out the craft application.

**Step 4:** Become a member. You can pay \$60 here or ask the Market Manager to invoice you. You can vend without a membership, but your options are limited to Saturdays at the Depot when we have space.

**Step 5:** Talk to the Market Manager about when/where you want to vend and pay your rental fee(s).

## **For Farmers/Producers**

FARMERS/PRODUCERS must be certified by an agent from the Davidson County Cooperative Extension Service. This certification ensures that our farmers are growing their produce, animals, and items locally in Davidson or a surrounding county. Contact extension agent Sam Boring at [stboring@ncsu.edu](mailto:stboring@ncsu.edu) or 336.242.2091. If you live outside Davidson County, your county's extension agent may perform the certification and give a copy to Davidson County's agent.

To sell at the Market, you must grow 50% of what you sell from May 1 - June 15, 100% of what you sell from June 16 - September 1, and 50% from September 2 - Closing. During the 50% times, products acquired from other farms must still come from Davidson County or counties adjoining Davidson County and must be labeled as such. Any exceptions (e.g. NC mountain apples or coastal peaches) must be approved in advance by the board of directors.

Once your Farm Certification is approved, this form will be shared with the Market Manager. We must have the certification before the first day you vend at the Farmers Market.

PRODUCERS of BAKED GOODS and PRESERVES do not require Cooperative Extension certification but must operate out of a certified home-based kitchen approved by the NC Department of Agriculture.

Most everything produced by local growers can be sold including vegetables, fruits, plants, eggs, meats, honey, cut or dried flowers, and firewood. Baked goods, preserves, pickles, relishes, jams and jellies made by the seller may also be sold at the market.

**Please note: No low-acid canned foods such as green beans, corn, peas, carrots, etc. may be sold. In addition, no canned tomato products may be sold.**

All products produced under certification such as organic, licensed meat, poultry, or dairy products or products requiring kitchen inspection, such as baked goods or preserves, must display certification or license and have a copy on file with the market manager.

### **For Crafters/Artisans**

CRAFTERS must be approved by the Lexington Farmers Market Association Craft Committee.

All crafts must be handcrafted by the vendor selling them. All craft items must be of top quality and may not be entirely pre-fabricated. Instead, craft items should reflect a level of experience and dedication to a specific craft.

Crafts should be considered old-fashioned handmade farm crafts such as hand-sewn, knitted or crocheted items, hand-spun yarns, hand-carved wood items, furniture, handmade baskets, natural wreaths, forged items, hand-dipped candles, handmade soaps, handmade pottery, etc. It will be at the discretion of the Craft Committee to allow items not identified above if the committee unanimously agrees that the items are in keeping with the overall presentation of goods represented at the market.

**Please note that multi-level marketing company products (e.g. Scentsy, Arbonne, doTERRA, Rodan + Fields, Pampered Chef) are not allowed.**

**Please note that FARMERS/PRODUCERS may also sell crafts in their booth, but they must be hand-crafted by the vendor selling them and should not exceed 30% of the products offered for sale. For additional details for both FARMERS/PRODUCERS and CRAFTERS, please see our**

**[Rules & Regulations](#)**

## **How much does it cost to sell at the market?**

It depends if you are a member or not. 2022 membership is \$60 per calendar year. Pay \$60 at the market or ask the Market Manager to invoice you.

It is \$60 and expires on Dec. 31 of that year, regardless of the date of purchase (no pro-rating).

### **Membership includes:**

- Booths at the Depot for \$15 per Saturday (May to October)
- Option to Buy a Season Pass at the Depot (May to October, \$125 to \$190 depending on location. Season pass holders may leave their tables/displays in place for the entire market season, whereas daily renters must break down their booths each Saturday. Includes the Harvest and Holiday Markets. Booth selection order is based on the vendor points system and season pass spaces may sell out before your turn to pick.)
- Option to participate in the Pre-Order Drive-Through program at the Depot, even on Saturdays when you are not vending inside that week
- Option for food vendors to accept SNAP EBT and/or Fresh Bucks tokens. The Farmers Market swipes the EBT card and provides the customer with tokens they spend with you. You then cash in those tokens with the Farmers Market.
- Booths at the Winter Market at Bull City Ciderworks for \$15 per Saturday (November to April) or \$45 for the early 2022 season pass, which includes up to 8 Saturdays.
- Pop-Up Market Booths at various locations for \$10 (Year-Round).
- Listing on our vendor page and in the local foods directory
- The fee for members who are not season pass holders for the Harvest and Holiday Markets is \$35.

### **If you do NOT become a member:**

2022 Non-Member Rate: \$25 per Saturday at the Depot

You may vend ONE TIME at the Winter Market for \$15 or at a Pop-Up for \$10 as a trial. After that, you must be a paid member in good standing of either the Lexington Farmers Market or the Thomasville Farmers Market to participate in additional Winter Markets or Pop-Up Markets.

Crafters, you must also pay the one-time \$5 Crafters Application Fee the first time you apply to sell at the market.

**[See our Rules & Regulations for additional details.](#)**

## **What is included in my booth rental?**

### **MAY TO OCTOBER AT THE DEPOT**

From May to October, the Lexington Farmers Market is housed in a historic train depot. It is fully covered, with bay doors down the length of both sides. The doors are typically open, providing an airy, outdoor feeling, but will occasionally be closed if it's very windy. We also have several industrial fans to keep the air moving on hot days.

The depot has two bathrooms on site, as well as a small cafe seating area. We often have live music and special events throughout the year.

The exact size of your booth space depends on which space you rent. For example, edge spaces are 12' feet wide and 9' deep, with 12' feet of exposure for customers. Corner spaces are 9' wide by 9' feet deep, with two sides of exposure, for a total of 18' feet facing customers.

You are responsible for providing tables, chairs, certified scales, etc. You may rent tables for \$5 per day and certified scales for \$10 per day.

Electricity is available if needed at no extra charge. When making your reservations, please let the Market Manager know if you need power.

Availability and assigned locations for daily booth rentals are at the sole discretion of the Market Manager.

### **NOVEMBER TO APRIL AT BULL CITY CIDERWORKS**

The Winter Market is hosted by Bull City Ciderworks in unheated warehouse space. Spaces are approximately 10-12 feet wide and 6-8 feet deep. You must bring your own tables, displays, chairs, coolers, etc. -- no tables are available for rentals. Power outlets are available, but limited, so let the market manager know if you need power. Please bring your own extension cords. While we will be protected from wind and rain, the large roll-up bay doors will be open and we are depending on space heaters, which you may bring, for heat. Dress warmly as needed.

Tables may be folded up and left against a wall at your own risk of damage or theft, but cannot be left up between markets, as this space is used by Bull City when we aren't using it.

### **POP-UP MARKETS YEAR-ROUND**

In most cases, you will be responsible for bringing everything with you, including a tent if you want shade. Most pop-ups are in parking lots or other open area locations.

## **Do I need an NC Department of Revenue Sales Tax Certificate?**

It depends what you are selling. If you are selling farm items you grew, you do not need certification. Vendors offering value-added products (e.g. baked goods, jams & jellies, crafts) or produce they have purchased for resale must be registered with the NC Department of Revenue, and their DOR certificate must be displayed in their market stall.

## **Farmer's Market Sales & Use Tax**

Effective 1/28/14, market vendors selling tangible property (goods & crafts) at special markets, flea markets, fairs, festivals must register with the NC Department of Revenue and are required to collect and remit sales tax. Sales tax can be either be included in the price of the item, or added to the price of the item at sale. Vendors can remit their sales tax collection either quarterly or monthly.

Vendors are also required to submit to the market manager:

- Vendor's Name
- Vendor's Permanent Address
- Certificate of Registration Number (required to conspicuously display a Certificate of Registration.)

The Lexington Farmer's Market is considered a "specialty market" according to the NC Department of Revenue. In Davidson County, the sales tax is currently 7.00% (NC State Tax of 4.75% plus Davidson County Tax of 2.25%).

## **How Do I Apply for a Certificate Number?**

The Department's online business registration allows you to electronically register for an account ID number for Income Tax Withholding, Sales and Use Tax, instead of submitting the Form NC-BR. There are two ways to register:

- All taxpayers required to register for any of these taxes can use the online business registration system to obtain their tax number. Using this system allows us to process your application more accurately and efficiently. For most applicants, the account ID number will be issued instantly.
- **ONLINE BUSINESS REGISTRATION**
- Download the application at **APPLICATION FOR INCOME TAX WITHHOLDING DOWNLOAD** (mail it to P.O. Box 25000, Raleigh, NC 27640-0100)
- Questions regarding the certificate number should be directed to the NC Department of Revenue at 1-877-252-3052.