



Rules for Dowdy Park Markets

Section I: Product Requirements and Restrictions

1. Products which can be sold include:
 - a. Any vegetables, fruits, nuts or berries grown by the seller.
(For items "a" and "b" above, priority will be given to those farmers who are offering their own produce. If necessary, consideration will be given to those vendors who re-sell produce so long as proof is provided that the produce was originally purchased directly from a local farm.)
 - b. Any plant grown by the seller from seed, seedling, transplant or cutting.
 - c. Bulbs propagated by the seller.
 - d. Eggs produced by the seller's poultry.
 - e. Honey produced by the seller's bees.
 - f. Fresh baked goods made by the seller. All baked goods must be covered & wrapped.
 - g. Preserves, relishes, jams, jellies, etc. made by the seller.
 - h. Fresh cut or dried flowers grown by the seller.
 - i. Meat and cheese from animals raised by the vendor.
 - j. Seafood, sold by the licensed commercial fisherman with certificates on file. See #5.
 - k. Furniture, woodworking, handmade made by the seller.
 - l. Paintings, pottery, sculpture, ceramics, and similar produced by the seller.
 - m. Handmade Jewelry, metal works produced by the seller.
 - n. Local photography & artwork, greeting cards, post cards, matting enlargements, etc. using their original artwork produced by the seller.
 - o. Homemade dog treats made by the seller, all ingredients shall be clearly listed.
 - p. Handmade oils, lotions, soaps, etc. made by the seller.
 - q. Healing Arts, Natural Remedies, etc.
 - r. Products must be sold by the maker, farmer or permission granted by the Committee.

- s. This is not a comprehensive listing. All interested vendors must submit an application to the Art and Culture Committee for acceptance. Other items may be selected or approved by the committee.
 2. All produce must be of top quality, to be determined by the Event Coordinator.
 3. Unprocessed fresh fruits, vegetables, nuts, mushrooms, and whole grains can be sold without state or local regulation. Good Agricultural Practices shall be followed to ensure the safety of consumers.
 4. Eggs shall be sold only under the North Carolina Egg Law.
 5. Seafood is regulated by the NC Department of Agriculture and Consumer Services, Food and Drug Protection Division. Documentation of compliance must be provided upon submission of vendor application and on file with the Event Coordinator.
 6. Anyone selling meat should have a "Meat Handlers License" and the packaged meat should have a NC Federal Inspection stamp and certification provided to the Event Coordinator.
 7. Low-risk packaged foods such as baked goods, jams, jellies, candies, dried mixes, spices, some sauces and liquids, and pickles and acidified foods can be made in a home-based food business. The products are regulated by the NC Department of Agriculture & Consumer Services. Documentation of compliance shall be provided upon submission of vendor application and on file with the Event Coordinator.
 8. High-risk packaged foods such as refrigerated or frozen products, low-acid canned foods, dairy products and seafood products must be processed in a commercial kitchen when offered for sale. These products are regulated by the NC Department of Agriculture & Consumer Services. Documentation of compliance shall be provided upon submission of vendor application and kept on file with the Event Coordinator.
- *For more information: <http://www.ncagr.gov/fooddrug/food/homebiz.htm>
9. All items sold as organic must meet the requirements of the National Organic Program.

Section 2: Fees

1. The fee for the 2024 HOLIDAY markets is \$25.00 per market date and is non-refundable. *This fee must be paid by Wednesday, November 6th.* Payment can be made on-line at <https://townofnagsheadnc.tylerportico.com/css/citizen-selfservice/general-billing/quick-pay> . *You will need your invoice number and the year,* you may also

call Nags Head Town Hall, 252-441-5508, to pay by credit card (fee applies); mail or visit town Hall and pay in person by check.

Section 3: Hours and Dates of Operation

1. The Dowdy Park Holiday Market will operate from:
Saturdays Nov 9, Nov 30, Dec 14 9:00 am – 12:00 pm
Thursday Dec 5, 4:00 pm – 7:00pm
2. Set up shall begin no earlier than 7:00 am and tear down no earlier than 12:00 pm on Saturdays and 2:00 pm set up and tear down no earlier than 7:00 pm on Thursday night. Vendors are expected to remain for the duration of the market.

Section 4: Seller Requirements

1. Sellers of handcrafted items must reside and produce the items they sell within a 50-mile radius of Nags Head. Sellers of perishables must reside and produce within a 75-mile radius of Nags Head, NC unless otherwise approved by the Art and Cultural Committee.
2. Priority shall be given to those vendors who are the original producer of the items being sold. A non-perishable product shall be 75% handmade by the seller. However, the Art and Culture Committee may consider accepting other vendors upon review.
3. All prepared food sellers must have a *copy of their kitchen inspection forms* on file with the Event Coordinator.
4. Sellers of organic items must have a *copy of their organic certification on file* with the Event Coordinator as well as with them when selling at the market. Only certified organic growers may display signs using the word "organic".
5. Items must be priced.

Section 5: Space Reservations

1. A space will be assigned to each vendor prior to the first market.
2. Vendor spaces are non-transferrable during the market season.
3. A table and up to two chairs may be furnished by the Town upon request.
4. A 10' x 10' space will be provided. If needed, a pop-up tent 10' x 10' may be furnished by the Town upon request. It will be the responsibility of the vendor to erect and take down the tent.
5. No feather flags, signs above the tent or outside the tent area are permitted.

Section 6: Market Logistics

1. Vendors shall always be solely responsible for the cleanliness around and under their space. The Town will not be responsible for furnishing any setup requirements, labor or supplies to vendors. Trash must be securely bagged, tied and disposed of in town-supplied receptacles. Receptacles are available in the park.
2. Prices must be clearly posted for all items sold.
No sales shall occur prior to the official start time of the Market. Pre-online sales and pick up at market is accepted and encouraged.
3. Vendors shall be responsible for setting up their stand in an attractive manner; keeping boxes and supplies stored from sight. All baked goods are required to be covered.
4. Sellers should not move their vehicles in or out of the market area after 8:45 AM. All vendor materials must be unloaded and carried in from a parking space, and then the seller's vehicle must be moved to an approved off-site location, Bonnett St Access or YMCA.
5. The Market will take place rain or shine. If needed a rescheduled date will be provided.
6. The Event Coordinator will have full power to enforce all rules and regulations within the market area. The Event Coordinator may prohibit a vendor from further participation if deemed necessary.
7. Each space will be approximately 10' x 10' in size. No more than one space is allowed per family, farm, or group without consent from the Art and Culture Committee.
8. Vendors shall pay \$25.00 non – refundable fee for each holiday market. Payment can be made on-line with your provided invoice number and the year ; you may call Nags Head Town Hall (252)441-5508 and pay via credit card over the phone or at Nags Head Town Hall. Payment must be received by Wednesday Nov. 6th.
9. Vendors must have and provide the North Carolina Sales Tax ID Number for their business.
10. An inclusive Town of Nags Head Business Registration will be provided and held by the Event Coordinator for all vendors participating in the 2024 market.

If you have any questions, don't hesitate to reach out to Paige Griffin with the Town of Nags Head's Planning Department.

Work cell 252-489-8551

Email: paige.griffin@nagsheadnc.gov