

F.A.R.M. Food Truck Rules (Special Member Status)

It is your responsibility to know and follow these rules. Your employees must also follow these rules and it is your responsibility to make sure they are aware of them.

1. The annual membership is \$30. Renewal applications are \$30 until April 30. After April 30, renewal applications are \$40. New member applications must be received by May 15th for consideration. After that date, applications will not be considered for the current calendar year.
2. Food Truck Applicants must submit their application at least two weeks before they expect to sell. A first-time, non-refundable \$50.00 processing fee will be charged to help cover the cost of processing for new members. Vendors will be contacted via email with the result of their application.
3. Food Truck Vendors may only sell products that have had prior approval by the Board of Directors. No item that has not been approved may be sold. If menus change during the season, the vendor must contact the Board of Directors at info@easttnfarmmarkets.org to let them know about the change and ask for approval.
4. Food Truck Vendors may only sell items made by the vendor. Prepackaged commercial foods may not be sold.
5. Food Truck members must be residents of Tennessee and have the Commercial Kitchen Documentation and follow all TN laws for Food Trucks.
6. Priority for Special Food Truck Membership will be given to those who use locally grown foods.
7. All products must be sold by the F.A.R.M. member, immediate family member or designated employee on behalf of the member with prior notification to the market manager. Employees selling on a member's behalf must pay commissions and fees and adhere to all rules. It's the member's responsibility to apprise employees of all rules.
8. Parking is limited at the Ebenezer Road and Lakeshore Markets during peak season. Priority will be given to Active Farm Members (Farmers). Food Truck Vendors will be notified in advance if the Board of Directors does not think space will be available for certain markets.
9. Food Truck Vendors are allowed two parking spaces at the Market. If more space is needed \$20 should be paid for the third space and \$100 should be paid for the fourth space. These are one time fees per year and need to be sent with the application and marked accordingly.
10. Member is responsible for leaving his/her site clean. Food Truck vendors must not leave any trash or food scraps anywhere at the Market. They must take all trash or food scraps with them. They must also provide their own trash can outside their booth for customer trash. Customer trash is the responsibility of the vendor to carry off prior to the market.
11. Food Truck Members must pay 4% commission on gross sales. The completed sales and commission form and commission must be turned in each sale day no later than 6:15 PM for afternoon markets and 12:15 PM for morning markets. Orders delivered to the market are subject to 4% commission.
12. There will be no early sales; everyone begins at the same time - NO EXCEPTIONS. Pre-bagging is allowed.
13. All members are required to post their prices clearly.
14. Before entering the market area, check in with the Market Manager. He/she will verify your membership and direct you to your parking space/place. They will be aware of the food truck that is scheduled that market day.
15. Canopies or tents must have weights or tie downs. The Market Manager reserves the right to ask vendors to take their canopies down in inclement weather.
16. The Food Truck vendor will schedule their dates via email with the Secretary info@easttnfarmmarkets.org. They will mark their application with desired markets and keep in

touch with the FARM Secretary. Failure to attend a scheduled market might forfeit your membership in FARM. Please be aware, communication will be required to schedule the markets you may attend throughout the season. If you're not on the schedule, you may not attend the market. The Secretary will send you your scheduled dates.

17. If the truck must run during market time, the Board of Directors must be informed so the tail pipe of the running vehicle can be parked faced away from other vendors.
18. The only electricity available is on Jackson Square in Oak Ridge. If electricity is required at Lakeshore Park or Ebenezer United Methodist Church, the vendor is responsible for providing their own. Please let the Secretary know if you need electricity in Oak Ridge so you can be placed accordingly.