

MARKET DAYS AND TIMES: The WVU Medicine Farmers Market will start Wednesday, May 22, 2019 and will operate from 11:00 AM to 2:00 PM every Wednesday through October 16, 2019.

LOCATION: The market will be located in the WVU Health Sciences Center Pylons Entrance Parking Lot.

VENDOR ATTENDANCE: Vendors wishing to participate in the market will be notified by the Wellness Center if they have an available space beforehand. Vendors will then be expected to attend the market unless they notify the Wellness Center beforehand that they cannot attend. Vendors that cannot attend the market will need to contact the Wellness Center at 304-293-1819 or email: farmersmarket@hsc.wvu.edu before the market they will not be attending.



VENDOR REQUIREMENTS: Vendors shall offer only quality items grown, made, or produced locally. All products should be handmade or homegrown by the vendor. Vendors are responsible for providing any tables, tents, or other items necessary for their set-up.

FEES: There is no fee or charge for any vendor from the surrounding area to participate.

SET-UP AND CLEAN UP: Vendors are encouraged to arrive between 9:00 and 10:30 AM in order to set up by 11:00 AM when the market opens. Vendors are requested to stay for the entire market day, unless all goods are sold or in cases of inclement weather. At the end of each market day, vendors are responsible for taking down their set-up, disposing of their own garbage, and leaving their spot as clean and trash-free as they found it.

PRICING: Each vendor shall set his/her own prices and be responsible for all aspects of display, sales, and cash flow.

PERMITS AND LICENSING: All vendors are responsible for obtaining necessary permits for their products. Please contact the Monongalia County Health Department at 304-598-5131 for more information.

VENDOR VEHICLES AND PARKING: When possible, vendors are encouraged to sell items directly from their vehicles. They will be assigned a parking space appropriate for a vehicle. Wellness Center team members will be directing vendors where to park between 9:00 and 10:30 AM. Vendors are responsible for their own setup and break down.

SPACE ASSIGNMENTS: The Wellness Center team will assign each vendor to a parking spot that they will have for the duration of the market. It is important for vendors to arrive before the market starts to avoid any confusion or issues with assigned spots. There will be one parking space assigned to each vendor unless otherwise specified by the Wellness Center team.

All vendors must arrive no later than 10:30 AM to setup on market days.

PRODUCE: All produce items sold at the market must be fresh and locally grown. The only exception to the “locally grown” policy is items that are out of season.

PREPARED FOOD AND BAKED GOODS: Perishable food products and baked goods must be appropriately packaged and handled, complying with any applicable regulations of the Monongalia County Health Department. Foods may not be purchased for resale or commercially prepackaged.

CRAFTS: Craft items must be hand- and home-crafted by residents of the surrounding area.

PETS AND FARM ANIMALS: No pets or farm animals will be allowed at the market or in the vendor area. The only exception to this policy is trained service dogs.

SMOKING AND ALCOHOLIC BEVERAGES: Vendors may not smoke on the farmers market grounds. Vendors may not be under the influence of alcohol or drugs during market hours, nor have any alcohol or drugs on the premises.

VIOLATIONS OF MARKET RULES AND POLICIES: Violations of the above rules and policies may result in removal of participation privileges for the WVU Medicine Farmers Market.