



White Hall Farmers & Artisans Market

2026 Rules of Operation

The White Hall Farmers & Artisans Market exists in support of local farmers, artisans, small businesses, and the community by providing a safe, welcoming, and organized marketplace for locally produced goods.

I. Basic Information

1. The White Hall Farmers & Artisans Market will operate at the White Hall Public Safety Building – 118 Tygart Mall Loop, White Hall, WV, 26554. Market days are every 2nd and 4th Saturday of the month from 9 am – 12 pm.
2. No sales are permitted before 9 am. The market manager may elect to close early or cancel the market based on the weather forecast. Notice of a cancelled market will be posted on the White Hall Farmers & Artisans Market Facebook page.
3. The White Hall Farmers & Artisans Market will obtain a Farmers Market Vendor Permit each year by registering with the WV Department of Agriculture. The permit will be displayed at each market.
4. The White Hall Farmers & Artisans Market will accept up to **45** vendors for the 2026 season. Once capacity is reached, additional applicants will be placed on a waitlist.

II. Vendor Eligibility & Approval



1. The goal of the White Hall Farmers & Artisans Market is to support local agriculture and artisans in Marion and surrounding counties. As such, all products must be produced by the vendor who sells them.
2. All vendors must apply and be approved by market management.
3. Vendors will choose a booth space upon application. Booth selections are **not final until confirmed by market management**. Assigned booths help ensure a safe, organized, and fair market layout for vendors and customers. Vendors must set up only in their assigned booth location.

III. Vendor Fees & Attendance:

1. There are no vendor fees for this market. However, we do require vendors to commit to **at least 7** market dates.
2. In case of emergencies or unexpected absences, vendors are expected to notify the Market Manager prior to the start of the Market.
3. Vendors are permitted **(1) one no-show**. A second no-show will result in removal from the market vendor list, and the vendor booth will be opened to vendors on the waiting list.
4. We understand that emergencies do happen. Vendors are permitted **up to (2) two absences** if the market manager is notified in advance. Any additional absences, with or without notice, will result in removal as a market vendor, and the vendor booth will be opened to vendors on the waiting list.

IV. Setup, Operation, & Breakdown:

1. Setup time begins at 7:30 am. All vendors are required for their own setup.
2. Booths must be fully set up before the Market opens at 9 am.



3. All vendor products must be sold at a stand or table. Shade structures (tents/canopies, umbrellas, etc.) are highly recommended. Weights must be attached to the tent/canopy to prevent it from becoming airborne during windy weather.
4. Vendor booths are 10 x 10. Please plan your setup accordingly.
5. Vendors must have signage identifying their business name and location. (banner and/or business card, etc.)
6. Vendors set their own prices and must clearly indicate the cost of all products.
7. Vendors are responsible for the clean-up of their area.

V. Vendor Permits

1. Vendors are **exempt** from obtaining a Farmers Market Vendor Permit if they are selling fresh, whole, uncut fruits and vegetables, or non-potentially hazardous (NPH) products. *NPH products are products that do not require a time/temperature control to keep safe for use or consumption.*
2. Vendors are **required** to obtain a Farmers Market Vendor Permit (\$35) from the WV Dept. of Agriculture for the sale of *Potentially Hazardous* products.

See chart on the following page:



Potentially Hazardous Foods	Acidified Foods	Required	Not Required	Process Authority, WVDA label review and training certification
	Condiments-Potentially Hazardous	Required	Not Required	ACIDIFIED: Process Authority, WVDA label review and a training certificate. TIME/TEMP ONLY: Farmers Market Vendor Permit, WVDA label review, training certification
	Cut Produce	Required	Not Required	Not Required
	Eggs	Not Required	Not Required	Any vendor selling eggs shall be registered with WVDA as a Small Egg Producer.
	Fermented products	Required	Not Required	Process Authority and WVDA label review
	Fish	Required	Not Required	If processed at a processing facility, then must register as fish processing facility with WVDA and obtain a Fish Processing License
	Freeze Dried Products	May be required	Not Required	Same requirements as required before the freeze dried process
	Meats	Required	Not Required	WVDA distributors or commercial license or retail exemption
	Jams & Jellies (non-standard, i.e., basil, hot pepper, etc., no sugar added/artificially sweetened)	Required	Not Required	Process Authority, WVDA label review and training certification
	Other canned or preserved foods	Required	Not Required	
	Pasteurized Milk and Cheese – Produced	Required	Not Required	Must be a Grade "A" Milk Producer
	Pasteurized Milk and Cheese – Retail Only	Not Required	Not Required	WVDA Dairy Distributor Permit Required
	Pickled products	Required	Not Required	Process Authority, WVDA label review and training certification
	Poultry	Required	Not Required	WVDA distributors or commercial license or retail exemption
Salsas	Required	Not Required	Process Authority, WVDA label review and training certification	
Sauces – hot sauce, marinara, spaghetti	Required	Not Required	Process Authority and WVDA label review	

3. Any vendor selling less than 150 eggs per week must register with the WV Dept. of Agriculture as a Small Egg Producer (no fee).
4. Any vendor selling honey must be registered with the WV Dept. of Agriculture. If a producer wishes to add any additives to the honey, these would fall under Potentially Hazardous products and would require a Farmers Market Vendor Permit and an annual kitchen inspection.



VI. Vendor Resources

1. Farmers Market Vendor Permit – Stacy Stewart – [sstewart@wvda.us](mailto:ssewart@wvda.us)
2. Registration of Small Egg Producer – Dianna Graley – dgraley@wvda.us
3. 2026 White Hall Farmers & Artisans Market Manager – Kristin Kirk – kkirk@townofwhitehallwv.org – 681-999-1205.