

**DATE:** March 1, 2026

**MEMORANDUM**

**TO:** Vendors of the Highland Lakes Master Gardener, Burnet Farmers and Craft Market

**FROM:** Kelly Tarla, Burnet County Extension Agent, Agriculture & Natural Resources

**SUBJECT:** Burnet Farmers and Craft Market Vendor Requirements

Dear Vendors,

On behalf of the Highland Lakes Master Gardener Association, we would like to personally thank you for your support of the Highland Lakes Master Gardener Burnet Farmers and Craft Market. The Burnet Farmers and Craft Market has become an icon in our community and county. The participation of high-quality vendors like YOU, make it the success that it is each year and we do appreciate that very much.

As a courtesy, we would like to provide the website for the Texas Department of State Health Services, (TDSHS) <http://dshs.state.tx.us> where the state law requirements for Food Manufacturers can be found. The TDSHS office phone number is 512-834-6670. The Cottage Food Business is also accredited by the Texas Department of State Healthy Services and requires a Food Handler's Card. Information about the Texas Food Handlers Course can be found at the following website: <http://foodsafetyonline.tamu.edu>. We hope that you will find the information helpful in obtaining the permits and or licenses that are required for you as a vendor. If you are interested in attending a Food Handlers & Cottage Food Business Course, please contact the AgriLife Extension Office at 512-7565463.

Please be advised that the Highland Lakes Master Gardener Farmers & Craft Market, its volunteers and agents, are not liable for any food borne illness that may occur from processed foods which may be sold at this market. If you plan to sell "Yard Eggs" they must be stored at a temperature of 45 degrees Fahrenheit or less and be labeled "Ungraded" with your name and address as the vendor. This is a Texas Food Establishment (TFER) ruling. Please refer to the attached letter concerning "Selling Yard Eggs at a Farmers Market".

Thanks again for your interest in the Highland Lakes Master Gardener Burnet Farmers and Crafts Market. We look forward to seeing you soon.

Kelly Tarla

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## Highland Lakes Master Gardeners Association Burnet Farmers & Crafts Market Rules and Regulations 2026

The Highland Lakes Master Gardeners Association (HLMGA) Burnet Farmers and Crafts Market will begin operations the third Saturday in April and run through the Saturday before Thanksgiving in November. Vendors will be notified if there are any changes in this schedule.

The Market is officially open from 9:00 am to 1:00 pm. If a vendor plans to leave before 1:00 pm, vendor should locate on Washington Street for ease with early departure. The Highland Lakes Master Gardener Association's permit only applies to the time from 9:00 am to 1:00 pm. HLMGA will not be responsible for any vendor activity outside those hours. For safety of customers and vendors, the cones and flags on Main Street and Washington will remain in place from 8:45 am to 1:00 pm.

We plan to have the Market open rain or shine, but please check your weather and use your best judgment. Many times, the weather changes in a few minutes in Texas.

Vendors should arrive by 8:00 am. Any vendor arriving after 8:30 am should expect to be located at the west end of the Market on Washington Street.

### 1) Vendor definitions:

- a) "Local Growers" are vendors who grow their own produce/plants. They may be asked to provide a letter from their County Extension Agent to verify vendor's capability to grow the produce or plants they are selling. The contribution for "Local Growers" is \$5.00 per day.
- b) "Process Vendors" are vendors of self-made food or craft items. The contribution for "Process Vendors" is \$10.00 per day.
- c) "Resale Vendors" are resellers of purchased produce, plant, food, craft or wearable items. The contribution for "Resale Vendors" is \$15.00 per day.
- d) "Food Trucks" take up much more space than other vendors, so the contribution is \$15.00 per day.
- e) "Current HLMGA members" representing themselves as a vendor rather than the Association may NOT wear HLMGA clothing. The contribution for HLMGA members is \$5.00 per day regardless of item type.

- 2) For vendors whose items for sale fall within multiple types described above, the contribution will be based on what they have the most of. For example, if they have primarily produce from their garden, but also a few jars of pickles they had canned, their contribution would be \$5.00. However, if they had primarily home canned foods and few vegetables from the garden, the contribution would be \$10.00.
- 3) Vendors are asked to sell within their booth. Each booth will be approximately 10' x 10'.
- 4) No live animals will be allowed to be sold at the market without prior approval. Contact Jenny McCoy at [burnetfarmersmarket@gmail.com](mailto:burnetfarmersmarket@gmail.com)
- 5) Vendors should identify their area with a sign that includes name and/or business name. All products must be accurately identified, with ingredients and include price. Each vendor is asked to not practice "distress pricing." Vendor area should be kept clean.
- 6) Vendors will provide their name, address, email, phone number, and sign a Release of Liability waiver at the time of initial set up.
- 7) The HLMGA will advertise and promote the Market to the public. Volunteers from HLMGA will also assist with tent setup. No heavy lifting assistance is provided by HLMGA volunteers.
- 8) There is no smoking or vaping at the market. This is based on Burnet city regulations.
- 9) Please keep in mind that this is a family friendly environment. Please refrain from unacceptable behavior.
- 10) Failure to comply with the above rules and regulations will result in the termination of the violating vendor from selling at the Burnet Farmers and Crafts Market. HLMGA reserves the right to provide or to refuse rental spaces to Vendors.



## Highland Lakes Master Gardeners Association Burnet Farmers & Crafts Market Release of Liability

For and in consideration of granting permission to participate in the Burnet Farmers and Crafts Market, sponsored by the Highland Lakes Master Gardeners Association in affiliation with the Texas A&M Agrilife Extension Service, the undersigned, on behalf of themselves, their heirs, executors, administrators and assigns, hereby fully releases and disrrges now and forever the Texas Department of Health, Highland Lakes Master Gardeners Association, the Texas A&M Agrilife Extension Service, and the owner of the property on which the Farmers and Crafts Market is held for damages which said undersigned and above named successors now have or may have after the signing of this agreement against the afore mentioned organizations and successors arising out of any personal or physical injury of any sort or nature suffered by the undersigned by reason of participation in the Burnet Farmers and Crafts Market.

As a participant in the Burnet Farmers and Crafts Market, the undersigned agrees to read and abide by the Burnet Farmers and Crafts Market rules and regulations and understands they will be enforced by the Texas Department of State Health Services and Highland Lakes Master Gardeners Association. The undersigned agrees to assume all risks and agrees that the Highland Lakes Master Gardeners Association, the Texas A&M Agrilife Extension Service, and the owner of the property on which the Farmers and Crafts Market is held shall not be liable for injuries or damages which may result.

The undersigned has read the Rules, Regulations, and this Release, fully understands these documents, and acknowledges full responsibility for any injuries, damages or losses that may incur while participating at the Burnet Farmers and Crafts Market. This Release is freely and voluntarily executed by the undersigned and not as a result of inducements, promises or representations made by any party.

### **Please read carefully before signing.**

Vendor Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Business Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email address \_\_\_\_\_

Telephone \_\_\_\_\_ Cell \_\_\_\_\_

Produce/Products \_\_\_\_\_



Highland Lakes Master Gardeners  
Burnet Farmers & Crafts Market Acknowledgement and Release of Liability Texas  
Department of State Health Services Regulations

Vendors selling food items must sign this document

I have received the information pertaining to processed food regulations as ascribed by the Texas Department of State Health Services. I do not hold the Highland Lakes Master Gardeners Association, the Texas A&M Agrilife Extension Service, or Burnet Farmers and Crafts Market, its volunteers and agents liable for any food borne illness that could potentially occur with processed food I may sell at the Burnet Farmers & Crafts Market.

To obtain rules and regulations for cottage industry, please consult  
[www.dshs.state.tx.us](http://www.dshs.state.tx.us)

Vendor's Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed name \_\_\_\_\_

Business name \_\_\_\_\_

Please refer to the following web address if you are selling yard eggs at the Burnet Farmers and Crafts Market:

<https://cdn-de.agrilife.org/extension/departments/nutr/nutr-pu-148/publications/files/selling-yard-eggs-intexas.pdf>

*Educational programs of the Texas A&M Agrilife Extension Service are open to all people without regard to race, color, religion, sex, national origin, age, disability, genetic information or veteran status. The Texas A&M University System, U.S. Department of Agriculture, and the County Commissioners Courts of Texas Cooperating*