

RULES AND REGULATIONS



Market Cancellations

The Church Street Farmers Market reserves the right to cancel any given scheduled market in the event of inclement weather or any unforeseen circumstances. The Church Street Farmers Market is a rain/shine event held outdoors and will not be cancelled unless the weather is deemed dangerous by the Farmers Market Board. Refunds will not be given for cancelled markets.

Absences

Please make every effort to attend each market day you sign up for. If for any reason you must miss a day, please notify the Market Manager by Thursday of the market week. Two unnotified absences from the market will terminate your acceptance to the rest of the market and future markets. Cancellation of market results in forfeiture of payment, vendor will not be refunded.

Market Manager Contact:

Angie Hoxie: 603-395-5048

Email: angie@sweetriverfarm.net

Smoking/Vaping/Alcohol

No Smoking, vaping or alcohol will be allowed on the grounds of the Church Street Farmers Market.

Vendor Distribution

A minimum of 50% of the Farmers Market space is reserved for local farmers/growers, with no more than 30% of attending vendor space allotted for prepared or baked products, and no more than 20% of attending vendors space allotted for crafters/artisans. There may be duplication from other vendors, artisans, and farmers as it is our goal to provide a wide variety of choices and options to our customers. We reserve the right to deny applications and limit the number of vendors in certain categories.

Allowable Items

We seek to be a maker's market and do not allow the resale of purchased or mass-produced items that are not local. All items sold by a vendor must be listed on their application and will be approved or rejected on a per-item basis by the Market Board.

The Farmers Market Management team will be reviewing the items you are selling on the day of the market to ensure they are consistent with our requirements and your application. Products must be grown, produced and/or made by the vendor unless otherwise approved. Special consideration will be given to items that cannot be grown locally and to prepared food vendors.

Space Assignment

Vendors will be directed to their space by members of the Church Street Farmers Market team. Full Market vendors who commit to the whole year will be given the same spot at every market. Space assignment will be at the discretion of the Market Manager.

Sales

For the 2024 season, we will attempt to limit customers from entering the market before the scheduled opening time. We encourage vendors to limit early sales to other vendors only. Vendors are responsible for establishing their own prices and sales policies.

Loading and Parking

Upon arrival vendors will be asked to quickly unload products and move their vehicles to the parking area before setting up. At the end of the market vendors are asked to break down and pack up their booths BEFORE retrieving their vehicle from the lot. This will allow vehicles to exit the farmers market area quickly and easily. Vehicles MUST be moved to the **BACK** parking area across the street at the old town hall, save the close parking for our customers.

Non-Profits

Non-profit organizations will be allowed on a space available basis, after all others are accommodated, providing they meet the above criteria for sales of original work and adhere to local sourcing. Non-profits may be admitted for distribution of information or education purposes. There is no fee.

Controversial Organizations

No political party or controversial organizations allowed. Persons or groups holding, advancing, or advocating beliefs or practices that conflict with the Church Street Farmers Market will not be permitted.

Insurance

The Deerfield Bible Church and Sweet River Farm holds general liability coverage for the public attending the Farmers Market. A certificate of individual coverage and product liability is required and is the responsibility of each individual vendor.

Restrooms

The Deerfield Bible Church graciously allows vendors and customers to use the restrooms inside of the church.

Non-Adherence/Removal

Any vendor determined to be in non-adherence to the rules and regulations of the Church Street Farmers Market, infringes on the right of other vendors, or acts in a dangerous manner as determined by the Market Management Team, will be removed for just cause and may only be reinstated after a written request

and review by the Church Street Farmers Market Management Team. Any violation of any health laws, in connection with the production or marketing of the members' produce or goods, is prohibited.

Violations

Decisions by a member of the Market Management Team made on the day of the market are final. When the Market Management Team determines that a vendor has violated any provision of these guidelines, a vendor may receive a warning, a temporary suspension, or expulsion from the market. The Church Street Farmers Market reserves the right to revoke the approval of any vendor's application at any time, resulting in expulsion of the vendor and the forfeiture of booth fees paid.

Policies and Procedures are subject to change. Vendors will be notified.

VENDOR RESPONSIBILITIES

- Vendors need to be set up and ready for business no later than 10:45 am.
- Absolutely **NO** early breakdown prior to 2:00 pm will be allowed. If you sell out of product you will be required to keep your booth set up until the end of the market. *See Violations. **We will be enforcing.**
- If you sell out early and wish to leave your booth unattended a sign stating, you're sold out is required.
- Vendors are responsible for providing their own tents/canopies (with weights), tables, chairs, change, bags, and other promotional material.
- Vendors are responsible for carrying their items in and out of the farmer's market.
- Vendors should provide their own trash receptable and are responsible for the removal of any trash. We are a carry in, carry out market.
- Vendors are responsible for the cleanliness of their booth space and will leave it clean and free of debris.
- Signage naming the business/farm is required.
- Items must be priced clearly.
- Food Items must be clearly and correctly labeled and stored according to the New Hampshire Cottage Laws and DHHS guidelines.
- Each vendor is required to obtain their own state permitting and licensing as required by federal or state law. Please visit www.nh.gov/agric/index.htm or www.dhhs.state.nh.us if you have any questions on regulations surrounding your products. All permits, scale certifications, etc., should be displayed at vendor tables.
- Vendors must inform the market manager withing 48 hours if they are unable to attend the market.
- All Vendors must carry general liability insurance in the amount of \$1,000,000 for the duration of the market.
- Vendors cannot add items not on application without prior approval.
- No fundraising, promoting or politics allowed.