

Church Street Farmers Market 2024 Policy and Procedures

Church St Farmers Market is hosted by Sweet River Farm and is run by a volunteer Market Committee as a for profit entity for the benefit of local artisans, farmers, and the community.

Pop Up Christmas Market Location and Market Time

Deerfield Bible Church, 9 Church Street Deerfield NH 03037 and Deerfield Town Hall, Church St, Deerfield, NH 03037. The Christmas Pop Up Market will be on December 7, 2024. The hours are 4pm to 7pm, check-in begins at 2pm. The Church Street Farmers Market reserves the right to cancel markets due to weather and emergencies. Canceled markets will not be refunded, a credit will be given towards a future 2025 market date.

Vendors

Vendor Space - Vendor space is 8 ft wide, inside of the Deerfield Bible Church and Deerfield Town Hall. Vendors are responsible for providing their own tables and chairs. Vendors are responsible for carrying their items in and out of the Christmas farmer's market. Vendors will be directed to their space by members of the Church Street Farmers Market team.

Signage naming the business/farm is required. Items must be priced clearly.

Food Items must be clearly and correctly labeled according to the New Hampshire Cottage Laws and DHHS guidelines.

NO promoting fundraising or politics. The Market Management Team has authority to remove signage that does not comply with the Policy & Procedures.

Parking - Once product is unloaded from vendors vehicles, all vendor vehicles MUST be moved to the parking area BEHIND the town hall. Please move vehicles quickly once product is unloaded, a volunteer will gladly watch your items while you park. Please leave close parking for our customers and park behind the town hall, near the playground.

Vendor Set-Up and Close - Vendors may set up as early as 2pm and need to be ready for business no later than 3:30 pm. Visitors will be allowed entry into the market area at 4:00 pm and all vendors must begin selling at that time. No early breakdown prior to 7:00 pm will be allowed.

Licensing/Permits - 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.

Allowable Items - 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 Management Team. A Management Team Member 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. We do not allow the resale of purchased or mass-produced items that are not local.

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.

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.

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

Policy and Procedure Continued

Carry-in/carry-out market - All vendors are responsible for the disposal of their own trash and are expected to leave their space neat and clean as found.

Cancellation - Not showing up on the day of the Christmas pop up market is not acceptable and could result in your removal from future markets if determined appropriate by the Market Management Team. Cancellation of market results in forfeiture of payment, vendor will not be refunded. If you must cancel, please let us know as soon as possible.

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.

On your application, you are required to acknowledge receipt of the Church Street Farmers Market Policies and certify that you have read and understand its content. Policies and Procedures are subject to change. Vendors will be notified.

Insurance - The Deerfield Bible Church and Sweet River Farm holds general liability coverage for the public attending the Farmers Market. As a vendor you are agreeing to hold harmless Deerfield Bible Church, Sweet River Farm/Church Street Farmers market from any and all liabilities.

Church Street Farmers Market Management Contact Information

Contact: Angie Hoxie telephone: 603-395-5048 email: angie@sweetriverfarm.net

Mailing address: Sweet River Farm attn: Church Street Farmers Market 175 North Rd Deerfield, NH 03037