

Dartmouth Farmers' Market

2018 Rules

St. Mary's Parish Center Lawn
789 Dartmouth St., Dartmouth, MA 02748

Fridays 1-6pm, June 1 to October 26th
Tentative: First Friday of every month market is open 1-7pm

The Dartmouth Farmers' Market (DFM) is a gathering place for our community centered around locally grown, raised and crafted food, goods, and art. DFM strives to support and promote local agriculture and artisans, and to be a gathering place with a positive and inclusive atmosphere with respect for all.

Market Hours: The market is open every Friday from 1-6 pm, June 1 – October 26, 2018.

All vendors must arrive early enough to market to be ready to sell when the market opens and must stay to the close of the market. The market opens with the ring of a bell, and vendors may not sell anything prior to the ringing of the opening bell. The market has a soft closing, meaning vendors may still sell to customers while packing up, but packing up must start at 6pm. Vendors may not leave market early (even if they are sold out), without the permission of the Market Manager.

Attendance: Please give the Market Manager (Susan: 774-400-7277 texting is fine too) at least 24 hours advanced notice for necessary absences. Exceptions may be made for emergencies. There are no market fee refunds for cancellations.

Permits and licensing: All vendors selling food products must comply with state and local Board of Health (BOH) regulations and must obtain a permit from the Town of Dartmouth BOH upon acceptance to the DFM. It is the responsibility of each vendor to ensure they have all of the applicable federal, state and local licenses, sales permits, and sales tax information. **All relevant permits are to be kept on hand at the market.** Vendors with documentation not current will not be permitted to set-up.

Liability Insurance: All food vendors must carry their own insurance. Please email the Market Manager (info@dartmouthfarmersmarket.com) a copy of your certificate of insurance or a copy of your insurance policy. The insurance purchased by DFM does not protect individual vendors, and DFM will assume no liability for loss or injury caused by products sold by any vendor.

Market Fees - All market fees must be paid in full at the start of the market season for full and half season vendors. Vendors attending on a weekly basis must pay at the start of each market. Failure to pay on time will lead to suspension from the market until payment is received. Hardship payment plans may be accepted with the approval of the Market Manager provided the vendor contacts management prior to the due date.

The fee for the full season (22 weeks; June - October) is \$300 per 10' x 10' space, which is the same per market fee as 2017. We are offering a 10% discount to full season vendors that pay

their market fee in full by April 15th (\$270). You can also sign up for a half season (11 weeks; e.g. biweekly or select Fridays) at \$165 for the half season. If you wish to attend individual markets, the fee is \$25/market. There are no refunds for canceled markets (due to weather) or markets that you miss. Checks should be made out to Dartmouth Farmers' Market and sent to Susan Murray, 644 Elm St., Dartmouth, MA 02748. Checks returned for insufficient funds will be charged a \$35 fee.

Signage/Labels: Each vendor space shall be identified with the farm or business name, and all prices clearly marked for each item. Any product brought for resale must name the source (farm/producer) and state of origin of that product. An example of this would be if you are selling strawberries from another farm you need to post the name of that farm and the state the strawberries were grown in, so the consumer knows where the product actually comes from. Vendors must produce or grow the majority of what they are selling. Vendors need to provide a product list of what they will be bringing to market on their 2018 application forms. If additional products are to be added to your list once the application is submitted, you must request approval from the Market Manager. Repeated failure to label food/products that are not grown or produced by a vendor or not having proper price and signage will result in suspension from the market.

Scales: Scales utilized at the market must be inspected and sealed annually by a Sealer of Weights and Measurements.

Assigned Space & Tents: Tents are required at all times for participation at the Dartmouth Farmers Market. Vendors must set up and stay within the confines of their allotted 10' x 10' space(s) except when otherwise directed by the Market Manager. A space will be assigned to each vendor at the beginning of the season; however, the market reserves the right to determine and/or move a vendor from their assigned location for any reason. All vendors must secure their tent with weights/stakes with each leg being individually secured. In the event of dangerous high winds the market manager may request that tents be taken down for safety reasons. Each vendor is responsible for setting up and breaking down their own tent and display. Each vendor is responsible for keeping their area clean and removing all trash at the end of the market.

Extreme Weather: The Dartmouth Farmers' Market is rain or shine and only cancels in extreme weather conditions. All vendors are expected to attend market as usual unless notified by the market manager in advance of market opening. In the rare event of market cancellation vendors will be informed via email and/or text. Vendors cannot setup individually once a market has been officially cancelled.

Following the rules/Behavior: All vendors must follow all of the above stated rules and the directions of the Market Manager while at the market. Each vendor is expected to have a collegial relationship with all of our vendors. If a problem should arise the Market Manager (Susan) should be the first person notified so that they may address any situation that needs further attention. The market manager has the right to ask any vendor that does not abide by these rules to leave the market for that day or the remainder of the season if the infraction is not resolved.