

Wolfeboro Area Farmers Market Vendor Terms and Conditions 2019 Outdoor Market

"The purpose of the Wolfeboro Area Farmers Market (WAFM) is to promote local agriculture by providing a marketplace wherein locally grown, raised and/or prepared food and farm products are for sale to the public and where educational exhibitions pertaining thereto may be given." - Wolfeboro Area Farmers Market By-Laws

_____ 1. The 2019 Wolfeboro Area Farmers Market Outdoor Market will be held at Clark Park, 233 South Main Street, Wolfeboro, NH. The Outdoor Market will begin on Thursday, May 23rd and run until Thursday, October 31st. Hours of operation for the season will be 12:30 pm until 4:30 pm. Vendors may commence set up at 11:00 am.

_____ 2. The market is open RAIN or SHINE. Vendors will exercise their own judgement regarding severe weather conditions, but are REQUIRED to notify the Market Manager as soon as reasonably possible if they choose NOT to attend a market due to weather conditions.

_____ 3. **It is critical to the success of the market that all vendors attend every week.** Vendors who are accepted to the WAFM are expected to be present at all markets, unless arrangements are made ahead of time. If you know in advance that there is a market you will not be able to attend due to other obligations, you must notify the Market Manager at least 48 hours in advance. Vendors are required to notify the Market Manager if an emergency arises and they are unable to attend a scheduled market. **Communication is mandatory.** Vendors are required to communicate and show up. Any vendor who does not attend at least 80% of the markets may be discharged from the market and/or may not be considered for future seasons.

_____ 4. Vendors may miss up to three (3) markets WITH prior notification to the Market Manager without penalty. However, vendors who miss more than one (1) market WITHOUT notifying the Market Manager may forfeit their space at the market for the rest of the season. Vendors who drop out or forfeit their space, may not be accepted as a vendor the following season.

_____ 5. Due to limited parking, all vendor vehicles must be moved from Clarke Park prior to 12:15 PM. Vendors should arrive to the market, unload, and then move their vehicles to the designated parking areas prior to setting up. Vendors who do not move their vehicle(s) may be subject to suspension from the market.

_____ 6. Vendors will remain set up and open for the duration of the market day unless their product is sold out.

_____ 7. For vendor and customer safety, no sales or browsing are allowed prior to the opening of the market.

_____ 8. Vendors shall prominently display the name and location of their farm or business.

_____ 9. **All products must be grown or produced within the State of NH or within 50 miles of Wolfeboro, NH.** Vendors may sell products grown or produced by others, but **MUST** prominently label the origin of such products.

_____ 10. Farms may offer their own branded marketing merchandise for sale, provided that it is displayed unobtrusively and represents no more than 10% of their total product offering. (While use of local companies is strongly encouraged, these items are exempt from the aforementioned production requirement.)

_____ 11. Vendors are **required** to carry PRODUCT liability insurance as well as GENERAL liability insurance of at least \$1,000,000 prior to being allowed to vend. A Certificate of Insurance must be submitted within ten (10) business days of the application being accepted for the 2019 market season. The Certificate Holder information should read "Wolfeboro Area Farmers Market, Clarke Park, 233 South Main Street, Wolfeboro, NH 03894" as an Additional Insured. **Vendors will NOT be allowed to set up at the market if there is no Certificate of Insurance on file.**

_____ 12. **Vendors are responsible for making sure the Secretary has received their Certificate of Insurance. Please make sure you contact the Secretary to verify all your paperwork is in order PRIOR to the first market!**

_____ 13. Vendors who offer items for sale by weight must submit a current copy of their Scale License from the NH Dept of Weights and Measures or equivalent from the State of Maine.

_____ 14. Vendors are responsible for complying with all State and Federal regulations that apply to their specific products. Please contact the NH Dept. of Agriculture, Markets, and Foods and/or NH Dept. of Health and Human Services regarding regulations pertaining to processes and products.

_____ 15. Vendors will supply their own tables and tents. All tents must be securely staked and/or weighted with at least 20lbs per leg.

_____ 16. Vendors may neither hawk their products, nor display "Sale" or "Discount" signs.

_____ 15. All vendors are responsible for maintaining a tidy area during Market hours and for leaving their vendor space clean at the close of each market day. Vendors are responsible for their own trash, including organic debris. Vendors are asked to remove their trash from the park.

_____ 17. Disputes shall not be aired publicly. Issues that cannot be resolved calmly and civilly by the parties involved are to be directed to the Market Manager. If the issue remains unresolved, complaints are to be written down for review by the Board of Directors. Under no circumstances will yelling, abusive or demeaning language, gestures, or swearing be tolerated. There will be absolutely no slandering of another vendor or another vendor's product.

_____ 18. The market is a smoke free zone.

_____ 19. One non-profit organization per week may operate a fund raiser and/or distribute information by pre-arrangement with the Board. No fee is required of non-profit groups. No political party or religious organizations are allowed.

Please initial all items indicating that you have read and agree to abide by these Terms and Conditions. Please return this form with your completed application.

Signature

Date

Please be aware that we may be visited by the NH Department of Agriculture, the Department of Health & Human Services and/or the Division of Weights and Measures at any time.