



Rules and Policies

2019 DATES: Every other Saturday from May 18th - October 5th (11 markets)

FEES: \$10 per date (paid at least 3 weeks in advance)

OR

\$90 for entire season (paid by April 15th)

HOURS: 9:00am - 1pm

LOCATION: Fairfax Community Center (Front Lawn), 1210 Main St, Fairfax, VT 05454

CONTACT: Fairfax Parks & Recreation Department, 802-849-6111 (ext. 20)

recreation@fairfax-vt.gov

DAY OF CONTACT: 802-324-3620

1. **Market hours** - 9am to 1pm. Vendors may set up early. Coordinator arrives at 8:00am. Vendors may sell products while setting up. We remain open if it rains. Please keep your area tidy throughout the day & pick up all stakes, stone, wood chips, vegetable scraps and trash upon leaving.
2. **Cancellations** – If unable to attend, vendors must contact the Fairfax Parks & Recreation Department by 4:00pm the Wednesday prior to the scheduled market. It is crucial that we know of vendor absences in advanced – after two uninformed absences, we may reconsider welcoming you back next season.
3. **Equipment** - Vendors are strongly urged to have a 10' x 10' tent to protect themselves/product during inclement weather. It is mandatory for tents and umbrellas to be securely staked with adequate nails or weights.
4. **Decisions Regarding Vendors** – Considering how new our farmers' market is, we will not be limiting who can participate based on anything other than space available. We will, however, be heavily focusing on recruiting agricultural vendors.
5. **Space & Parking Assignments** - will be made by the Fairfax Parks & Recreation department relative to any specific market date and communicated to vendors before the date of the market.
6. **Fees** – As denoted previously, each vendor is expected to pay a \$10, non-refundable fee, per each date they plan on attending the market. We believe this is a very reasonable fee and will allow us to support the growth of the market. Fees collected from vendors will be used exclusively for costs related to running the Fairfax Farmers' Market, including but not limited to... digital promotion, physical promotion, special events, and performances. Fees must be paid at least 3 weeks prior to a date you're attending as a vendor, OR, if you are planning to pay for the discounted rate to attend

the entire season, by April 15th, 2019. After submitting your vendor application, you will receive payment information from the Fairfax Parks & Recreation Department.

Vendor Requirements

1. Consider aesthetics of your display including removal of trash, protecting perishable foods, and keeping products in good supply.
2. Comply with all state laws including: licenses required for selling meats/foods; inspected scales, handling of food items and charging sales and/or rooms and meals tax where applicable. Contact the Vt. Dept. of Agriculture, the Vt. Dept. of Taxes and /or the Vt. Dept. of Health for assistance.
3. Any vendors selling prepared food must provide a copy of your liability insurance naming the Town of Fairfax as additionally insured.
4. Vendors bringing children to the market must provide proper supervision.

What should vendors bring?

Vendors may want to bring tables/cloths, shelves, chairs, signs and labels, scales, tape, colored markers, pencils, scissors, paper, and sufficient change. Be prepared to protect yourself and your products from inclement weather. Most vendors have 10' X 10' canopy over their display or at least an umbrella secured to the ground. Side walls will help keep wind and rain off your product and front top flaps will allow vendors to stand in front of your canopy while staying out of the rain or sun.