

FAIRFAX FRIDAYS

MUSIC - FOOD - FARMERS' MARKET

Rules and Policies (for Farmers' Market vendors)

2021 DATES: Every Friday from June 11th until September 24th, skipping July 2nd (15 dates)

FEES: \$10 per date **OR** \$110 for the entire season (paid by May 21st)

HOURS: 4:30pm – 7:30pm

LOAD IN: 3:30pm

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** – 5pm to 8pm. Vendors may set up early. Coordinator arrives at 3:30pm. Vendors may sell products while setting up. We remain open if it rains, although it may shift the market inside. Please keep your area tidy throughout the afternoon & 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 advance – 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** – We are limiting each market to around 15 vendors. Agricultural vendors have the highest priority, although we are excited to support local handmade crafts, arts, and goods.
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** – Each vendor is expected to pay a \$10 fee per each date they plan on attending the market. If you pay early, this fee will be refunded in the case of a cancellation of the specific date. If you paid for the entire season, we cannot refund fees for canceled market dates. Fees collected from vendors will be used exclusively to support 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 on the date of the specific market, OR, if you are planning to pay for the discounted rate to attend the entire season, by May 21st, 2021. 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.

Covid-19 Vendor requirements

As we continue to deal with a special situation revolving around the Covid-19 pandemic, there are special requirements this year for vendors – please note that these will most likely change and adjust even before we start the season, and throughout the season as well.

1. All vendors must wear a facial covering when interacting with market guests (mask, face shield, etc)
2. You will be assigned a spot before each market that is at least 6 feet away from the next closest vendor tent.
3. If possible, please prioritize digital payment methods (cards, venmo, etc) above cash payment when a guest has the option to use those instead.

What should vendors bring?

Vendors may want to bring tables/cloths, shelves, chairs, signs and labels, scales, tape, colored markers, pencils, scissors, paper, and enough 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.