

VENDOR RULES

Hebron Farmers' Market
On the grounds of:
First Congregational Church of Hebron
One Main Street
Hebron, Connecticut 06248
www.hebronfarmersmarket.com

Thank you for your interest in participating in the Hebron Farmers' Market! Our market, which is located in the center of Hebron, features the freshest of local produce and some of the best artisanal products in Connecticut. Please take a moment to review our Vendor Rules so that you are informed about our procedures.

1. All vendors must be approved to participate in the market by both the Connecticut Department of Agriculture (DOAG) and the Hebron Farmers' Market (HFM) Market Master (MM) Committee.
2. Vendors are responsible for complying with all applicable state and local laws, regulations, and requirements which pertain to their particular products to be sold at the market. HFM MM Committee is not responsible for inquiring about regulations or applying for individual vendor permits, etc. The following websites may be of help to potential vendors:

State of Connecticut Department of Agriculture:
<http://www.ct.gov/doag/site/default.asp>

Town of Hebron:
<http://www.hebronct.com/intro.htm>

Chatham Health District:
<http://www.chathamhealth.org/regulation.htm>

Please note that the HFM website also contains a special Vendors page with additional information and forms.

3. ALL vendors must have product liability insurance. An insurance certificate which lists First Congregational Church of Hebron as “additional insured” must be sent to the Treasurer prior to participation in the market.

4. The Hebron Farmers’ Market is a “CT GROWN/MADE” market in which only products grown or made in Connecticut are eligible for sale.

5. The Hebron Farmers’ Market is certified for the original state WIC/FMNP program only. This certification stipulates that all vendors who sell produce participate and be currently certified in this program. Any questions about WIC/FMNP should be referred to Shelly Oechsler (Botticello Farms) at sojo4@charter.net.

6. Vendor tents must be 10 X 10 feet. Vendors will be assigned their spaces by the MM committee using a seniority rule (i.e. regular vendors from prior year may opt for their spaces first). If another vendor does not arrive on time, MMs on site should be consulted prior to another vendor taking that space.

7. Vendor Fees for the 2010 market season are as follows:

Full Season Vendor- \$100 for the season
Guest Vendor- \$25 per market

All vendor fees must be received prior to market dates which are determined by the MM Committee. Guest vendor dates are not held indefinitely if fees are not received.

Vendor fees should be sent to:

Shari Hurst
Treasurer, Hebron Farmers’ Market
746 East Street
Andover, CT 06232-1407

Checks should be made out to **DBA Hebron Farmers’ Market**.

8. The Hebron Farmers’ Market runs every Saturday morning, from 9:00 a.m. to 12:00 noon during the market season, the dates of which are determined by the HFM committee of vendors.

9. Patrons of the market expect full accessibility to all vendors. All regular and guest vendors must be set up and ready for market at 9:00 a.m. Vendors must remain set up until the close of the market at 12:00 noon. In the event of an emergency, vendors are asked to contact Susan Berry at 860-212-3460, or countryfamilysoaps@sbcglobal.net or Shelly Oechsler at 860-748-8187 or sojo4@charter.net, to report that they will not be present. Vendors should inform the MM committee of planned absences, due to vacations, etc., in advance of these absences. Vendors who do not follow through with these rules will be reviewed by the MM committee.

10. The Hebron Farmers' Market is a "rain or shine" market. Nevertheless, in the event of extremely inclement weather, the MM committee will make a determination of whether the market will be cancelled and all vendors will be notified via email. **Please check your email on the morning of the market for last-minute messages or weather cancellations.**

11. Potential new vendors should be directed to the HFM website to inquire about participating in the market. A member of the MM committee will receive the inquiry and assist with questions. As already indicated, all vendors must be approved by both the CT DOAG and the HFM MM Committee.

All vendors are asked to print and sign the Vendor Rules, and send the signed copy page to the Treasurer with their vendor fees, insurance certificates, and crop plans.

(HFM Rules Number 1 June 28, 2010)

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Signature Page

I have read and agree to comply with the Vendor Rules of the Hebron Farmers' Market.

Print Name

Farm/Business Name

Signature

Date

Please sign and send this page with your vendor fee, insurance certificate, and crop plan to:

Shari Hurst
Treasurer, Hebron Farmers' Market
746 East Street
Andover, CT 06232-1407

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