

FREEVILLE FARMERS MARKET VENDOR RULES

May 2020

MISSION

Our mission is to increase access to healthy food in and around Freeville, NY and promote a diverse set of local food producers, farmers, and artisans by providing a friendly market atmosphere to share local products and build community. We aim to support practices that are environmentally sound and socially responsible.

ORGANIZATION

The Freeville Farmers Market (FFM) is volunteer-run by a subset of FFM vendors (“market organizers”). Responsibilities related to the organizational and infrastructural needs of the market, such as vendor approval, signage, advertising, are shared by this subgroup. Any vendor who would like to volunteer time to help with organizing and promoting the market is welcome.

MARKET SEASON

May – September*

Freeville Elementary School—43 Main Street, Freeville, NY 13068

Sundays: 12 pm – 3 pm

*The opening and closing days of the market are decided by the market organizers based on weather and consensus among a majority of vendors.

ATTENDANCE

Vendors are asked to make a reasonable commitment to the market and should plan to attend a majority of the markets within the dates specified in the Vendor Application. Consistency is important and will help grow our market and make it a reliable local resource for attendees, and ultimately increase sales and success for everyone! Vendors who commit to at least 80% attendance will be invited to participate in market decision making with perks, after at least one season of consistent presence and engagement.

FEES

The FFM currently does not collect a Vendor Fee. As the market grows and organizational needs increase, we may begin asking for a vendor fee in the future.

SPACE ASSIGNMENT

- There are no reserved spots. Vendors should set up next to the vendor that arrived ahead of them and have their booth ready for selling no later than 12pm.
- Each vendor can occupy a 12'x12' area and should minimally have a table and a sign identifying their farm or business, and prices clearly displayed.

MUST BE LOCAL Producers must be located within a 30-mile radius of the Village of Freeville, NY, as determined by Google Maps.

PRODUCTS BROUGHT TO MARKET

- All agricultural products offered for sale must be grown on land or in production facilities owned/operated by the vendor. (NY Ag Guidelines)
- All artisan, craft, and food products offered for sale must be created or produced by the vendor. (Artisan/Food Guidelines)
- In order to maximize variety at our market, vendors should only bring the products that were approved during the application process.
- See below for Non-Profit rules

LABELING, CERTIFICATES, LICENSES, PERMITS

Vendors are required to have all necessary labeling, certificates, licenses/permits per NY Ag and Markets Guidelines. Licenses and certificates must be displayed as required by law.

WEATHER

The market operates rain or shine. In the case of severe weather the market may cancel. Please be sure to provide the FFM with current and accurate contact information.

IMPORTANT NOTICE: NO PUBLIC BATHROOM ACCESS.

SET UP AND TEAR DOWN

Vendors must be ready to sell at 12 pm and stay until the end of the market, 3 pm.

LITTER / CLEAN UP

- Vendors are required to keep their space neat and clear of obstacles and take their trash with them at the end of the market.
- Vendors must not dump anything other than clean water on the site. (No wash water, greasy water, or food.)

TABLES AND DISPLAYS

- Vendors are required to bring their own market tent, tables, racks, and chairs.
- Displays should not pose a hazard to customers.
- Vendors must post a sign clearly showing their name and location. Goods and their prices must be clearly marked for customers to see.

INSURANCE

We highly recommend that all vendors carry their own liability insurance.

CHILDREN VENDORS Children under the age of 18 are welcome but must be accompanied by an adult at all times.

PROHIBITED

- No soliciting or campaigning by political, religious, Multi Level Marketers, or other special interest groups is permitted at the FFM.
- No dogs, except service dogs
- No smoking - Smoking is not permitted anywhere on the grounds, per Tompkins County ordinance.

DIVERSITY STATEMENT AND NON-DISCRIMINATION POLICY: The FFM welcomes and encourages involvement from folks from all backgrounds, race, age, sex, socio-economic status, political beliefs, religious viewpoints, gender identities, sexual orientation or disability. Discrimination of any kind by vendors or customers will not be tolerated and offenders will be asked to leave the market.

VENDOR CONDUCT All vendors are expected to treat fellow vendors and customers in a courteous manner at all times.

DISCIPLINARY POLICY

- 1) If the FFM market organizers determine that a market policy has been violated by a vendor, they are given a verbal warning and the policy is explained to them. The vendor is required to correct the action before attending the market again.
- 2) After the second violation, the FFM will ask the vendor to leave the market permanently.

NON-PROFIT ORGANIZATIONS Legitimate non-profit organizations may use a market space to vend, distribute information, educate the public, and if desired, obtain signatures on petitions. They must contact the FFM prior to coming to the market to get

approval. Participating non-profits must have a mission that is in line with FFM's mission of healthy food, social justice and sustainability both ecological and social.