

2021 Arlington Village Farmers Market Vendor Policies

New - Dates (extended season!): June 18-Sept 17

New - Location: The Arlington Recreation Park, 148 Rec Park Road

Market Selling Hours: Fridays from 4:00-7:00 PM

GENERAL

The market is a “producer-only” market. It is restricted to vendors who are bona-fide growers and producers of homemade products. Franchised businesses are not accepted. Management has full discretion in making admission and dismissal decisions.

VENDORS

Regular Vendor (seasonal) fees must be paid ten working days prior to a vendor starting market sales. Day vendors must pay at the start of the market day, when space is available. Day Vendors must request a lot by Monday, and will receive confirmation if a lot is open. Vendors cannot switch, transfer, or “sublet” space without management approval.

CONDUCT

Vendors are required to conduct themselves at all times in a manner that befits their status as market vendors. Vendors should act with honesty and propriety. Their duties should be carried out in a manner that preserves and enhances public confidence in their integrity and the integrity of the market. Courtesy, respect and tolerance are expected in all dealings with customers, market staff and fellow vendors.

FEES AND PROVISIONS

2021 fees are still \$15.00 per day (total \$210) for vendors who pay the total by May 1st, and \$20.00 per day (total \$280) for those who do not meet the early deadline. Regular Vendors must pay seasonally. Day Vendor fees are \$25 each day, payable at the market. Vendors are responsible for providing their own tent/canopy, tables, chairs, etc. No electricity or water is provided. Vendors must properly secure their tents/canopies to the ground every market day to minimize the risk of danger to others from windswept tents with stakes or weights. Please watch for and report any safety concerns immediately to the Market Manager.

ABSENCES AND ADDITIONS

Vendors must contact the Market Manager at least 24 hours in advance of a known absence. If vendors are frequently late or absent, the manager may need to move their spot, or give it to another vendor, in order to maintain a vibrant market. The market is rain or shine and vendors are expected to attend even on rainy days. In the event of dangerous weather, the manager will call vendors to notify them of cancellation. No refunds are typically offered in case of absence or cancellation, as an assumed risk. Sales must be made by people who participate in the business enterprise. Family members and non-family members who are employees or interns may sell at the market. The vendor is responsible for the behavior of their employees or others acting on their behalf.

LOT CONCERNS

Vendors must clean up their area before leaving the market. Our goal every week is to leave the grounds better than we found them. Vendors who leave refuse around their booth will be asked to provide additional trash receptacles. No part of any display can extend beyond the vendor's allotted area into the customer pathways. Cords across pathways, and other tripping hazards are not allowed. Please see the manager if another vendor is encroaching into your space.

INSURANCE

Vendors must carry their own liability insurance. Please attach proof of insurance with your application or send it in at least ten days prior to the first market you attend.

*Next Insurance company offers low cost market insurance buyable by the month

LAWS AND REGULATIONS

Each vendor must be compliant with the laws of the State of Vermont including sales taxes (NY if applicable) in terms of their business, licenses, products and product labeling. Each vendor is responsible for any licensing or certification required for products sold. The vendor is responsible for knowing and complying with all laws, regulations, permits, and license requirements, from federal to state to local. Vendors must comply with the Vermont Regulations for Selling at Farmers Markets. The state and federal government have specific rules which have to be obeyed. All food must be prepped and labeled in accordance with the State of Vermont regulations. Vendors selling by weight must provide their own certifiable scales.

CROP CASH AND SNAP

New - The food accessibility program, new to our market in 2021 but implemented in many markets across our state, has specific guidelines we must follow. Please ask the Market Manager for more information as we roll out this new program. All vendors will receive training materials and information prior to market.

KIDS POP - POWER OF PRODUCE

When feasible, the AVFM runs a program for children, who win POP Bucks to be spent at the market. These POP Bucks or tokens should be redeemed from the Market Manager at the close of each market. Be aware, you can only sell fresh produce to children bearing these POP Bucks, ie: tomatoes, strawberries or even live herbs are acceptable; cupcakes, eggs, or crafts are not a proper use for this program. Please see the Market Manager for further guidance.

SET-UP AND PARKING

Parking closest to the market is to be reserved for customers. Vendors may pull up prior to 3:45 to unload, but then must move their vehicles during market open hours. Specific to traffic risks, we require vendors to be completely set up and have vehicles in a permanent, pre-established location by 3:45. Do not begin breakdown and vehicle transportation until closing time. There is no exception to this rule due to safety concerns, even if you have completely sold out. Set-up is from 3:00-3:45, breakdown/clean up from 7:00-7:30.

FOOD QUALITY AND SAFETY

In the interest of safety, when handling food, we require the use of gloves; and for unwrapped samples to be covered for fly control. Prepared foods must be made from “scratch”, never with pre-packaged “kits” and simply re-packaged in the vendor’s packaging. (i.e., pre-mixed cookies). Unless you hold the appropriate licensing, all preparing or processing of foods must occur off site (the State of Vermont considers even something like cutting a squash in half, “food preparation”, and it can not be done at market without a license). Baked goods should include a list of ingredients on the package, or available from the seller for allergen information.

RECYCLING/COMPOSTABLES

All food serving containers, (cups, lids, straws, and flatware) used for onsite consumption should be compostable, recyclable or reusable when possible. Food vendors are encouraged to use environmentally friendly containers such as glass, paper, or compostable cornstarch materials. Those vendors using disposable containers and utensils for consumption (including tasting), must have a trash container available for their customers’ refuse.

NON-FOOD QUALITY

Products should be high quality, natural or organic, unique, made with local materials, and representative of the creativity of our vendors and families. With the exception of approved craft vendors, vendors should offer 80% food and no more than 20% non-food products. All non-food products must be handmade and produced at the farm or home of the vendor (ie: a sheep farmer selling sheep’s milk cheese and meat may sell sheep byproducts such as soap, lotions, yarn, etc.) Crafter applications are required to include photographs of any craft products for approval. Preference is given to artists using raw materials from local sources.

MISCELLANEOUS:

No live animals can be sold or displayed at the market.

No smoking/no marijuana use is permitted on the market grounds. Alcoholic beverages are not permitted to be sold or consumed at the market except for approved and properly licensed tastings or sales.

Non-profit or community tables may not distribute free food at the market. Items they wish to distribute or sell for fund-raising must be included on their application.

The market does not discriminate on the basis of race, color, national origin, age, disability, religion, sex, sexual orientation, gender identity or marital status.

This market is supported by volunteers. Please be kind to all volunteers - they are there to help. If you need something, please seek out a volunteer or the Market Manager.

For more information, email arlingtonvillagefarmersmarket@gmail.com or call/text the Market Manager, Jessica Roberts, at 802-430-3578.