

Town of Boonsboro
Farmers Market 2020 Season
Shafer Park
Tuesdays beginning May 5, 2020 through October 6, 2020
4:00 PM to 7:00 PM
Rain or Shine

Rules and Regulations for the 2020 Season
Season 6

1. All farmers/vendors are to clearly display the names of their businesses and location. If vendor sells products NOT produced/grown on their premises, they must clearly display origin.
2. Farmers/vendors are to clearly display prices.
3. All farmers/vendors are required to have a MD State Tax ID and a trader's license if necessary.
4. Farmers/vendors agree to comply with all applicable federal, state and local government laws and regulations and all necessary licenses and permits and provide documentation of such compliance **with application**.
5. All farmers/vendors are required to obtain and show proof of a minimum of \$500,000 in liability insurance. Vendors who fail to comply within the first month of operation may lose the privilege of selling at the market.
6. All farmers/vendors are required to operate their stands in a safe manner. Farmer/vendor tents are required to be properly secured and weighted. Any practices deemed to be unsafe by the Market Manager Staff must be immediately discontinued.
7. Whereas the Farmers Market is run via the Boonsboro Environmental Commission, farmer/vendors must act in an environmentally sound manner. **Recyclable/compostable packaging is strongly encouraged. Disposable and one time use packaging is strongly discouraged.**
8. Farmers/vendors agree to cooperate with occasional business surveys.
9. Farmers/Vendors and their representatives are expected to conduct themselves in a respectful, safe and courteous manner with all customers, market staff and each other. Any language or behavior that jeopardizes the normal operation of the market will be grounds for termination of the vendor's right to sell at the discretion of the Farmers Market Board. Complaints of any kind should be written or emailed to the Market Manager or Board Members.
10. Farmers/vendors will be limited to 3 free giveaway promotions a season. Some giveaway items may be prohibited if deemed detrimental or obstructive to other vendors at the discretion of the Market Board. **Prior approval is required.**
11. Electricity will not be provided to any farmers/vendors without special request.
12. **FEES:** The fee for a "2020 Vendor Membership" is \$100.00. A "2020 Vendor Membership" includes vendor privileges for the entire 2020 season, 21 market days, of the Boonsboro Farmers Market.
 - a. **Vendor Membership:** The \$100.00 fee must be paid on or before April 7, 2020.
 - i. Applications will be accepted on a rolling basis throughout the season.
 - b. **Drop-in Rate:** The vendor fee for a single market day is \$5.00. This fee is due

before end of market on the day of the market. All fees are non-refundable.

- c. Please make checks payable to “Town of Boonsboro” and mail with application:
 - i. Boonsboro Town Hall
 - ii. Attn: (BEC) Farmers Market
 - iii. 21 North Main Street
 - iv. Boonsboro, MD 21713
- d. In the memo section of your check please write “*Farmers Market Fee*”.
13. Spaces will be reserved for “2020 Vendor Membership” holders who prepay for a full season; all other spaces will be filled on a first come first served basis.
14. Each vendor will be assigned a single 12’ x 12’ space. Vendors must not exceed their allocated space.
15. Set up for the market will begin at 3:00pm and should be completed *no later* than 3:50pm. **No early sales prior to the opening of the market at 4:00pm.**
16. Tear down is not to begin before the close of the market at 7:00 pm and should be completed in a timely manner (by 7:30).
- 17. Farmers/vendors are required to notify the Market Manager a minimum of 24 hours in advance of the market day if an absence is to occur.**
18. In the event of inclement weather, Pavilion One will be utilized. The Market Manager may suspend outdoor operations of the Farmers Market due to inclement weather.
19. The 2020 Boonsboro Farmers Market will give priority to farmers/vendors in the following order: Seniority, Boonsboro vendors, Washington County vendors, surrounding county vendors (MD, PA, and WV) and then artisan vendors following the same priority order. Seniority is forfeited if the vendor drops the market without notice.
20. All products to be sold at the market are required to be produced within a 100-mile radius of Boonsboro.
21. Approval of participation in the market is dependent on prevalence of items sold in the market and is ultimately decided by the Market Board regardless of priorities.
22. Non-food and non-craft vendors will be considered on a case-by-case basis; no direct selling, MLM or commercial businesses will be admitted.
23. Re-selling items is only allowed with prior approval of the Market Manager. However, at least 60% of offered items must be grown/produced/made by the vendor/farmer.
24. The Market Board may use any photograph, video, or other digital media (“photo”) of the Farmers Market in any and all of its publications, including web-based publications, without payment or other consideration to the vendors.
- 25. Failure to comply with any of the above rules and regulations may result in suspension or expulsion from the Market.** No prepaid fees will be refunded in the event of a suspension or expulsion. Each individual violation will be evaluated by the Market Board on a case-by-case basis. Disciplinary action will be decided and made effective by a Majority Vote of the Market Board.
26. The Market Manager has absolute discretion to discontinue a vendor’s right to sell for the remainder of the single day. Long-term punishments will be determined by the Market Board (See Above).
27. The Market Board reserves the right to admit or to reject any Farmer for any reasons not prohibited by law.