

## **Norwich Farmers' Market, Inc.: Winter Market Rules**

### **Statement of purpose:**

The purpose of the Norwich Winter Farmers' Market is to support year-round sustainable agriculture; to provide a year-round retail sales outlet for local farmers; and to provide a venue that connects local buyers, who want to eat locally produced food year-round, with local farmer/growers.

### **Market Rules:**

#### **1. Market season and hours of opening:**

The Norwich Winter Farmer's Markets will be held once a month beginning in November and ending in April. The December through April markets will be held on the first Saturday of each month. The November market will be held on the Saturday before Thanksgiving. Dates for Winter 2006/2007 are as follows:

Saturday, Nov. 18th, 2006 – Norwich Grange

Saturday, Dec 2nd, 2006 – Norwich Grange

Saturday, January 6th, 2007 – Tracy Hall

Saturday, February 3rd, 2007 – Tracy Hall

Saturday, March 3rd, 2007 – Tracy Hall

Saturday, April 7th, 2007 – Tracy hall

The markets will be open from 10:00 AM until 2:00 PM; no selling is allowed before 10:00 AM.

#### **2. Eligibility of vendors:**

Judging of applications for membership in the Norwich Winter Farmers Market will be the responsibility of the Winter Market Steering Committee. There is general agreement among the members as to certain basic principles: that products should be locally grown or made, produced by the vendors or their immediate representatives, and conformable to the long-standing traditions of the Norwich Farmers Market. To determine whether applicants meet these criteria, the following questions will be addressed:

- a. Are the products made or grown locally?
- b. What is the geographical scope of the operation's marketing?
- c. Are the products home or shop-made?
- d. What is the volume of production?
- e. How many employees are involved?
- f. What pre-prepared ingredients or materials are used?
- g. Do the products have a homespun quality?
- h. Will the products benefit the Market as a whole?

No one question will serve to determine eligibility: rather the Steering Committee will consider the overall tendency of the answers in arriving at their final decision.

As the Norwich Winter Farmers Market is a project of the Norwich Farmers Market, Inc., current Norwich Farmers Market members in good standing will receive priority when there are two vendors applying for membership with the same product. Applications will be considered in this order of priority: (1) Norwich Farmers Market farmer/growers; (2) non-Norwich Farmers Market farmer/growers; (3) Norwich Farmers Market prepared food vendors; (4) Norwich Farmers Market craft vendors; (5) non-Norwich Farmers Market prepared food vendors; (6) non-Norwich Farmers Market craft vendors. There will be one application deadline for all vendors.

### **3. Eligibility of products:**

- a) Only local products (i.e. grown or produced in Windsor Co. and Orange Co. VT and Grafton Co. and Sullivan Co. NH by residents of those counties) may be sold.
- b) Products must be of high quality and may include produce (agricultural, animal and horticultural), prepared foods and crafts. All products are subject to the approval of the Steering Committee. New vendors will be given a probationary period for their first two scheduled market dates. If found to be in violation of market rules and standards, vendors will be asked to leave the market. No refunds will be given.
- c) The vendor must have grown all plants for at least six weeks prior to being brought to market.
- d) Each vendor must sign a Product Liability Waiver annually.

### **4. Conditions of sale:**

- a) Products must be sold by the grower or producer themselves, or by an employee thereof.
- b) Vendors selling by weight must provide their own certifiable scales.
- c) Each vendor is responsible for any licensing or certification required for products sold.
- d) Collection of Vermont sales tax, if any, is the responsibility of the vendor.

### **5. Allocation of space:**

Space shall be allocated annually by the Winter Market Steering Committee in consultation with the Market Coordinator (or Co-coordinators) and under the following general guidelines:

- a) In allocating space, the Steering Committee will maintain the number of vendors as far as possible in the ratio of agricultural products 70%, prepared foods 15%, and crafts 15%. This ratio will be calculated using the actual number of vendors and not the linear feet occupied. Vendors who sell in more than one category will be prioritized based on the predominant activity of their

business as a whole. Within these rations, vendors will have the option to use the same space in successive years subject to the restrictions outlined below.

- b) The Steering Committee will reserve 70% of spaces as "farmers first" spaces; any unfilled farmers first spaces may be reserved by a non-agricultural vendor for one year only. These "farmers first" spaces do not assure a non-ag vendor a spot at the market in subsequent years. However, once a farmer is able to fill that space, that farmer has the option to remain in that space for subsequent years' markets.
- c) Agricultural vendors only will be given the option to share a vending space with other farmers at the winter markets. This will allow farmers to participate even if they have only a few items to sell. The market coordinator, or a member of the market steering committee, will help farmers get together, but the actual decisions of who sells what and how people might share the job of selling at the market will be left to the vendors to decide cooperatively.
- d) Along with the application for membership, all vendors will be asked to indicate their preference as to the space occupied and time of occupancy for the upcoming market season. Priority will be given to vendors who sign up and pay for all six winter markets in advance.

*Accepted by vote of the Winter Market Steering Committee July 29, 2006*