

New Hope Farmers' Market Rules and Regulations March 2011

PURPOSE

The New Hope Farmers' Market provides opportunities to farmers in the region to sell what they produce directly to area residents. The Market helps support family farms, preserves farm land and open space, increases commerce in the region, increases interaction between residents and farmers, and enriches the quality of urban life. New Hope Farmers' Market hopes to expand marketing opportunities for local farmers and food business, encourage marketing opportunities for local farmers, to encourage sustainable agriculture, increase public access to fresh locally and sustainably grown, healthy farm products and to support local food security.

FARMER AND VENDOR ELIGIBILITY

All farmers and vendors must be from the region, which is defined as Pennsylvania and New Jersey. All farmers and vendors must complete and submit to the Market Manager a signed copy of this application form and a certificate of insurance. Vendors must have Market approval before coming to the Market.

The sale or trading of items typically offered at flea markets is prohibited. No re-sale items are permitted. Very limited crafts will be permitted on a case-by-case basis.

MARKET HOURS

The New Hope Borough Farmers' Market operates from May 5, 2009 through November 17, 2011, Thursday afternoons only, from 2:30 - 6:00 pm.

Farmers and other vendors must arrive at the Market site early enough to be set up and ready to sell when the Market opens at 2:30 pm.

ATTENDANCE

Vendors **must** let the Market Manager know before Market Day if they cannot attend the Market.

Farmers, vendors, their family members, and employees are allowed to sell at the Market. Arrangements may be made for farmers and vendors, who are unable to staff their own stalls, to sell cooperatively at other stalls.

MARKET FEES

Each farmer/vendor must pay a Market fee to the Market Manager of \$20 per Market day. The half season rate is \$238.00 (due May 1st and July 1st); the full season rate is \$420.00 (due May 1st). Half and full season rates are refundable at any time during the Market season, less a \$20.00 fee for each Market week already attended by a vendor. There is an additional fee of \$5 per vendor per market day for the fee for the use of the Flea Market site, payable monthly. Checks should be made out to The New Hope Flea Market.

WHO MAY SELL AND PRODUCTS THAT CAN BE SOLD

The New Hope Farmers' Market is a producer-only market: Farmers, farmer's family members and employees familiar with the farm's

practices and products being sold may sell. Farmers may only sell crops or other farm products that they grow and produce themselves, with exceptions as listed below. Baked goods, prepared foods, and crafts produced by the vendor that use local and sustainably produced products may be sold. Priority will be given to: organic farmers and farmers growing without pesticides, herbicides, and synthetic fertilizers; to farms selling pastured animal products; to farms closest to the market; and to farms filling gaps in the market.

Exceptions:

1. Farmers may sell items cooperatively (taking turns) for other farms in the region whose applications have also been accepted for the market. Farmers selling must be familiar with the growing practices of all products they are selling and must clearly indicate by signage the name(s) of the farm(s) producing the product.
2. A farmer may sell a locally produced farm product from another local farm. The farmer selling must clearly indicate by signage the products grown by his or her farm and the farm from which other products are grown and must clearly separate these two categories in the farmer's display. Products from other farms may not consist of more than 1/3 of the farmers' display - exceptions made with permission only.
3. Vendors selling vendor-produced baked goods and/or prepared foods will be accepted with priority given to vendors selling foods made with organic, sustainably grown ingredients from local farms and filling a niche desired by customers.
4. Periodically special events may be scheduled during which other non-food vendor exceptions may be made.

SIGNS AND POSTED PRICES

Farmers and vendors must display signs giving their names or that of their farm, town, and state. Farmers must have signs listing the prices of every item offered for sale. All required signs must be in place before sales begin at 2:30 pm.

ORGANIC CERTIFICATION & OTHER CERTIFICATIONS

Farmers and vendors offering Certified Organically Grown or Certified Naturally Grown products must display a sign giving their organic farm certification and listing the certifying organization. Farmers and vendors must clearly separate and label organic and non-organic produce offered for sale in the same display. **Vendors are encouraged to let the customers know how your produce and fruit are raised.**

SPACE

The New Hope Farmers' Market will assign spaces at the market. Farmers may not lease or lend market stalls. Farmers' displays must not limit the view or access of customers to other stalls. Each space is 12 ft. x 12 ft. There is no extra charge for width up to 20 ft., but it must be requested. Individual canopies, preferably white which makes them very visible from the road, are required. Weights are also required to secure the canopies.

SUPPLIES AND EQUIPMENT

Farmers and vendors must supply their own scales, bags, tables, shade structures, and other items needed to operate their stands.

MEASURES

All scales used at the Market must comply with all requirements of the Bucks County Department of Weights and Measures.

SITE SANITATION AND APPEARANCE

The farmers and vendors must return the Market site to its pre-market condition by removing all trash, debris, equipment, signs and vehicles by the close of each Market day.

HEALTH AND SANITATION REQUIREMENTS

Farmers and vendors must comply with Pennsylvania Dept of Agriculture & Bucks County Health Department rules and regulations for preparing, handling and storing food at the Farmers' Market. Farmers and vendors must comply with state and county laws concerning preparation and labeling of baked, processed, and perishable foods. No food item may be placed directly on the ground.

HEALTH REQUIREMENTS

Vendors must follow Bucks County Department of Health regulations when handling food at the farmers' markets. Farmers are responsible for complying with Pennsylvania state laws concerning preparation and labeling of baked, processed, and perishable foods.

ORGANIC CERTIFICATION

Farmers offering USDA Certified Organic or Certified Naturally Grown products must display a sign giving their organic farm certification, listing the certifying organization. Farmers must clearly separate and label organic and non-organic produce offered for sale in the same display.

SUPPLIES AND EQUIPMENT

Vendors must supply their own bags, tables, and other items needed to operate their stands. If selling by weight rather than volume, scales must be licensed and inspected. Food sold by weight must identify the net weight of the contents.

SITE SANITATION AND APPEARANCE

Vendors must clean their sales and truck areas at the end of the market, remove all product residue and refuse from the market site, and pack out empty boxes. Farmers must keep their stall areas clean and attractive, i.e. clean table coverings, boxes and other containers placed underneath tables, and stalls kept free of product residuals and other litter. Vendors must avoid making ruts in the sod and repair any ruts made. Failure to do so may result in fines or denial of permission to sell.

PUBLIC SAFETY

Vendors should exercise caution in parking vehicles and when unloading, reloading, and leaving. Vendors should check their selling areas to be sure the tables, boxes, power cords, the vehicle or its contents, or any other item brought to the market presents no hazard to pedestrians, motorists, or vehicles. Canopies must be adequately secured in windy weather to prevent accidents.

INSURANCE REQUIREMENTS

Each farmer or vendor shall obtain General Liability which includes products liability and premises liability. Each and every such policy

shall expressly provide coverage that includes General Liability insurance with a minimum single limit for personal injury of \$100,000.00 for any occurrence and of \$100,000.00 for property damage for any one occurrence. Insurance and all applicable endorsements evidencing the insurance required under these rules and regulations to the Market Manager on or before their first day at the Market. Failure to obtain such insurance coverage or failure to furnish the certificate of insurance required shall constitute a breach of the Market Rules and Regulations by a farmer or vendor.

PERMITS and TAXES

Vendors are responsible for all licenses required to sell their farm products, such as scale permits and permits to cook and sell prepared foods. Farmers are responsible for collecting and paying sales tax on items requiring payment of sales tax.

FARMERS' MARKET NUTRITION PROGRAM & WIC

Produce farmers are encouraged to obtain authorization from the Pennsylvania Department of Agriculture Call 800-468-2433 to accept Farmers' Market Nutrition Program (FMNP) vouchers for reimbursement.

INSPECTIONS

The Market Manager reserves the right to visit any farm or vendor with advance notice to inspect agricultural operations and the production, processing, handling or storage of crops or products sold at the Market.

MANAGEMENT AND APPLICATION OF RULES

The Market Manager is responsible for the operation and management of the New Hope Farmers' Market. The Market Manager and his or her designees are authorized to make all administrative and operational decisions at the Market site including assignment of spaces, enforcement of the Market Rules and Regulations, and collection of Market fees and sales reports. Violations of the Market Rules and Regulations may result in reassignment of Market position or loss of permission to sell at the Market.

USE OF MARKET SITE

The New Hope Farmers' Market has the exclusive use (except for 1-2 weeks before July 4) of the New Hope Flea Market on Thursdays May - November 2011 and every 3rd Thursday, December 2011 - April 2012.