

**Burlington Farmers' Market**  
**Thursday from 3:30pm to 6:30 pm**  
Grand View Farm, 55 Center St. Burlington, MA

**General Rules**

The intent of these rules is to maintain a secure structure for the Market in order for participating farmers to operate in the best possible fashion. Please read these general rules carefully before signing your application and keep this copy for your records. Failure to comply with these rules may result in suspension or termination of your Market assignments. No refunds will be given to those vendors that may be suspended or terminated.

1. **Location:** Grand View Farm, 55 Center St. Burlington, MA. After unloading vehicles, vendors must park at the Burlington Parks & Recreation Department located at 61 Center Street. (The upper parking lot.) All vehicles must be off of the site no later than 3:15 pm. No vehicles will be allowed on site after 3:00 pm. We must make our market as pedestrian safe as possible. Please talk with the Market Manager if you have any questions or concerns.

2. **Dates and Hours of Operation:** Thursday afternoons from 3:30 pm to 6:30 pm starting June 15th until October 12th. The Market will be held "rain or shine" unless the weather is too dangerous. Vendors are expected to attend as scheduled during inclement weather, unless the weather in Burlington is dangerous. Vendors will be notified by the Market Manager no later than noon if there is a cancellation.

3. **Registration:** All farmers, artisans and prepared food vendors are required to register and join the Farmers Market by the registration deadline. All registrations will be screened for appropriateness for the Market. Market participants are re-evaluated annually. Acceptance for one season does not guarantee acceptance in subsequent seasons. A complete registration, with copies of all licenses and proof of liability insurance relevant to that business must be submitted for Market review.

4. **Spaces:** Will be assigned by the Market Manager in consultation with the farmers, artisans, prepared food vendors based on space, balance and fairness. The Market does not have access to water for vendor use.

5. **Weekly Fees:** \$25 per week for a 10 x 10 foot area. A discounted rate of \$45 per week for 10 x 20 foot area will be extended to those interested. Payment is expected once a vendor is accepted into the Market. Full-season vendors must pay half of the season's fees no later than June 1st; the second half is due by July 31st. Vendors may also pay for the entire season; a 20% discount is available to vendors that submit completed paperwork and make their first payment no later than May 1<sup>st</sup> and second payment no later than July 1<sup>st</sup>.

Artisan and prepared food vendors not attending weekly must pay when their registration is approved and selling dates are agreed upon.

6. **Products:** All produce, plants, flowers, eggs, honey, cider, cheese, etc. must be grown and produced by the farmers of the Market. Exception: farmers may bring produce from a local farm as long as it is labeled as such.

Ideally, produce will be grown organically or using Integrated Pest Management. It will be free of genetically modified organisms (GMOs). Vendors must display proof if labeling produce "Certified Organic".

Vendors of potentially hazardous foods (meat, cheese, tofu and fish, etc.) are responsible for complying with all requirements and licenses set by the Town of Burlington, the Commonwealth of Massachusetts and the Federal Government (i.e. the local Board of Health, Mass Department of Public Health, USDA, FDA, and potentially others) and need to provide a certificate of their local Board of Health permit with their application.

7. **Quality:** All products should be top or grade A quality; seconds or "canners" may be offered; but, must be labeled as such. The Market Manager has the right to ban any inferior products from the Market. No warrantee; however, expressed or implied is made by the Market Manager and the Burlington Parks & Recreation Department as to the quality of products sold.

Because consumers come to the Market to establish more intimate connections with their food and growers, we encourage farmers to be present at the Market. If the farmer cannot be present, the farm's representative should be able to answer questions customers have about growing practices, varieties, etc.

8. **Prices:** Prices will be fair market value, negotiated by the farmer, artisan, prepared food vendor and the customer. All products must have prices clearly marked, and display signage of the farm or business prior to the market opening. Products must be sold by weight, piece, bunch or container.

9. **Weight:** All products sold by weight should be weighed only by a scale that is sealed by an official town or state Scale of Weights and Measures. Household scales are not permitted.

10. **Prepared Foods:** The vendor is responsible for complying with all requirements and licenses set by local and state government. Prepared foods offered by farmers and prepared food vendors should be made from fresh, local seasonal ingredients. Vendors must provide a copy of their food (kitchen) permit from their hometown, and they are responsible for any forms required by the Burlington Board of Health.

11. **Non-Farm Products (foods, arts & crafts, etc.):** Must be high quality, locally made, take skill and creativity. The product(s) must be complementary to a farmers market. We may restrict the number of vendors selling similar products (e.g. we may restrict bakers to 3). Environmental friendliness is *strongly* preferred. Food products should be made with local produce wherever possible. Primary food products must be 100% made by the vendor, however, incidentals like condiments may be purchased.

Goods for sale must be presented by the vendor or artisan, or a representative of the vendor or artisan, who can answer questions about the production process. Ideally, produce will be grown organically or using Integrated Pest Management. It will be free of genetically modified organisms (GMOs). Vendors must display proof if labeling produce "Certified Organic".

12. **Set-up and Display:** All farmer, artisans, and prepared food vendors should arrive at the Market before starting time allowing sufficient time to set up their products/produce and display before opening time. Each farmer, artisan and prepared food vendor is responsible for setting up his/her display and provide his/her own tables, chairs, and protection for his/her produce from the elements. Vendors must ensure that all structures are secure to prevent tents from "rolling" in the wind and creating a hazard to others.

13. **Opening and Closing:** Normally no products may be sold before the starting time of 3:30 pm, though the Market Manager may permit sales under certain circumstances. Farmers, artisans and prepared food vendors may sell while preparing to breakdown at closing until 6:30 pm, but should leave the site by 7:00 pm. Farmers will leave their assigned spaces in broom cleaned condition at Market closing - please be sure to bring all of your trash with you. Vendors may not leave the Market before it closes without permission from the Market Manager.

14. **No Hawking:** Business must be conducted from inside the booth. No farm, artisan or non-farm vendor may approach attendees outside their booths. Performers may wander the area.

15. **Attendance:** If a farmer, artisan or prepared food vendor is unable to attend on any given week, they must

let the Market Manager know by noon on Market day.

16. **Insurance:** The Market is covered by liability insurance through the Town of Burlington. It is required that the farmers and prepared food vendors have their own liability insurance and provide all necessary copies of their insurance.

17. **No Pets:** Pets are not permitted in the Burlington Farmers Market area per order of the Burlington Parks & Recreation Department.

18. **Compliance with Rules:** Farmers must permit inspection of their farms to verify compliance with the rules. On an adversarial basis, upon the complaint of one or two farmers and the Market Manager any farmer will permit the visit by the complaining parties along with a representative of the MFM and/or the Department of Food and Agriculture within 72 hours of the complaint, the field which from the vegetable(s) were harvested is not to be altered. The violating farm is subject to penalty of suspension from the Market for 12 months by the Market Manager, upon consultation with the Burlington Recreation Department. Prepared food vendors must also allow for visits should there be a complaint, following the above statement.

19. **Cooperation:** Cooperation is expected. Members must be willing to follow Market rules and be willing to cooperate with management and other farmers, many of whom are direct competitors. Any member who does not follow the rules, or who regularly shows an inability or unwillingness to cooperate, or is otherwise disruptive to the upbeat activities of the Market may be temporarily or permanently evicted from the Market by the Market Manager, upon consultation with the Burlington Recreation Department.

20. **Management:** The Market Manager is the official manager of the Market. If problems arise, disputes will be settled by the Market Manager, upon consultation with the Burlington Recreation Department. In the interest of promptness, decisions on any questions by the Market Manager shall be final.

21. **Donations:** Farmers, artisans and prepared food vendors are encouraged to donate products and produce at the end of the market, to be collected for local food pantries and People Helping People, or the Burlington Food Pantry.

22. **New Participants:** Participants in the Burlington Farmers Market is limited by space. The Market Manager shall keep a waiting list of farmers, artisans and prepared food vendors who would like to join the Market. In the event spaces become available, farmers, artisans and prepared food vendors will be selected by the Market Manager with consultation with the Burlington Parks & Recreation Department. Criteria for selection will be length of time on the waiting list and product variety, selections will be made with the best interest of the Market and customers in mind. Massachusetts farmers are preferred; but, other farmers from New England states may be invited to participate. Artisans will be limited to no more than roughly 20% of available space.

23. **Restrooms:** Restrooms are located inside the Human Services Building. These restrooms are for both vendor and public use.

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