

2024 Shelton CT Farmers Market Regulations

All vendors are required to read, understand and adhere to the Market Guidelines as laid out below. We will be conducting farm and vendor visits throughout the year and it is vital that you adhere to these regulations to stay in compliance. The inspection committee will be comprised of members elected from within the association and outside professionals as required. All new vendors will be subject to a 30-day probationary period, no exceptions.

Questions should be directed to Shelton CT Farmers Market Association at SheltonCTFarmersMarket@gmail.com

- **Connecticut Grown:** All produce, seafood, poultry, meat, dairy, eggs, maple syrup and honey sold at the market must be grown in Connecticut. A copy of health licenses and other pertinent licenses are required (ie: bakery license, cottage food license, shellfish license, dairy license, food processor license, farmers' market liquor permit).
- We have a **STRICT** no wholesale rule. You sell what you grow or produce **ONLY**.
- Vendors will be accepted on a case-by-case basis after their products have been reviewed and accepted by the board.
- **Liability Insurance** is required. This document must be kept current. The vendors certificate of insurance must show evidence of comprehensive general liability insurance written on an occurrence form with a minimum of \$1,000,000 combined single limit with an insurance carrier with an A M Best Rating of A- or Better. **The certificate of insurance must name the City of Shelton as an additional insured with regards to general liability and the certificate holder listed as the City of Shelton, 54 Hill Street, Shelton, Ct. 06484.**
- **FMNP/SFMNP** is required for those who are eligible (fruit, vegetable, herbs, egg and honey producers). You must contact the Dept. of Agriculture to get information on how to be certified.
- **Product List:** All applicants must submit a complete product list. Only approved items on that list may be sold at the market. Items that are not pre-approved may not be sold at the market. If there is a product you grow or sell that is not represented on the list, please let us know.
- **Smoking, Vaping, Illegal Drug Use, and Alcohol Consumption** by vendors is prohibited on market grounds.
- Vendors must identify themselves by posting an easily read sign giving the name and address of the vendor and the "farm" name where appropriate.
- To maintain the integrity of the markets, please note that violation of any of these guidelines may result in suspension or expulsion from the market.
- No Vendor has the right to rent or sub-lease his/her market stall. Membership transfer rights may exist within the member's immediate family upon death or retirement of the member.
- No live animals may be brought to or sold at the market by any vendor at any time.

- **Market Attendance:** In order to maintain market integrity, vendors are expected to attend markets regularly. Markets are successful when vendors commit to showing up each week. Vendors should contact Shelton Farmers' Market Master as soon as possible if unable to attend a market. At the discretion of the board, any absence can be subject to a fine. Please notify the market master in advance of any absence at the following email address:
SheltonCTFarmersMarket@gmail.com
- **Inclement Weather:** We are committed to holding markets rain or shine, but we may cancel a market in the case of dangerous weather or prohibitive conditions at the market location. Market management will notify vendors by phone and email as far in advance as possible about cancellations.
- **Farm Visits, Site Visits, and Inspections:** Shelton Farmers' Market will request to conduct visits of the farm or site(s) of production prior to admission to the market or at any point throughout the market season.
- **Space Assignments:** Space assignments will be made at the discretion of market management to promote a diverse and balanced market environment within the designated sectors of the market. The position of each stand at the market may change at the discretion of market management.
- **Stand Management:** Vendors must clearly post sale prices for all products. Market display must be constructed with equipment (tents, tables, chairs, sand bags) that is in good condition and weather appropriate. Tent weights are required for the protection of everyone and everything in the market space. However, when weather would make this a dangerous situation tents should be packed away. All market produce and value-added items on display should be of high quality. Products that do not meet this standard of quality may be removed at the discretion of market management. Any products at the market not currently on display must be kept a minimum of 12" off the ground for health safety purposes and vendors must keep their stands free of garbage.
- Each vendor will be responsible for all equipment and supplies for the setup of their booth (table, scales, bags, signs, etc.). Vendors who provide samples are required to have a hand washing station and a waste receptacle.
- Each vendor shall conduct sales in an orderly business manner. Vendors shall exhibit courtesy and cooperation to customers and to other vendors selling at the market.
- If a vendor is found in violation of any of the above regulations, they will be subject to suspension and or expulsion from the Shelton CT Farmers' Market as determined by the Board of Directors.

Shelton CT Farmers Market 2024 Vendor Application

Member/Contact Name:* _____

Business Name: _____

Address:* _____

City, State, Zip:* _____

Phone:* _____ Ext: _____

Email:* _____

Website: _____

Facebook profile: _____

Twitter Handle: _____

Regular Vendor: _____ All Saturdays May - October (9am-12 noon)

Stall/Booth size:* _____ 10 x 10 (\$150) _____ 10 x 20 (\$180)

Guest Vendor: Scheduled dates to be arranged with market master

Daily Fee _____ 10 x 10 (\$25) _____ 10 x 20 (\$35)

Electricity required:* _____ Yes _____ No

Vendor Type:* _____ Farm Producer _____ Food Producer _____ Winery/Brewery

_____ Agricultural Craft Producer _____ Artist/Musician

* Denotes required field.

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Product List It is not necessary to list multiple varieties of a particular product in the product list. For example, if you plan on selling 4 types of corn you only need to enter corn (4 varieties) in the product list. If you are a food producer, please list the items you are sourcing from local farms and the name of the farm.

If you are accepted to the Shelton CT Farmers' Market, please review your approved product list. Only approved products may be brought to market.

By signing here acknowledges that I have read and agree to abide by the Shelton CT Farmers Market Regulations. You will be notified via email of your status to the market.

Print Name: _____ Date: _____

Business Name: _____ Title: _____

Signature: _____

Please email the 2 pages of the vendor application to: SheltonCTFarmersMarket@gmail.com.

If you are accepted to the market, the following items will be required.

- Market booth fees.
Please make check payable to: **Shelton Farmers Market Association**

Mail to:

Randy Rogowski
247 Waverly Road
Shelton, CT 06484

- Certificate of Insurance
The vendors certificate of insurance must show evidence of comprehensive general liability insurance written on an occurrence form with a minimum of \$1,000,000 combined single limit with an insurance carrier with an A M Best Rating of A- or Better. **The certificate of insurance must name the City of Shelton as an additional insured with regards to general liability and the certificate holder listed as City of Shelton, 54 Hill Street, Shelton, CT. 06484.**
Please do not send us a copy of your policy.
- Copy of Ct. Department of Agriculture Crop Plan and/or Specialty Crop Plan.
- Copy of health permits and other pertinent licenses.
ie: food processor, bakery license, shellfish license, dairy license, cottage food license, farmers market liquor permit, etc.
- Email copies of preceding documents to: dmingrone@comcast.net