

Marshfield Farmers' Market Policies

Sponsored by the Marshfield Agricultural & Horticultural Society

Site: Marshfield Fairgrounds, 140 Main St., Marshfield

Summer Markets: Every Friday 2-6 pm, June through September
Winter Series: 3rd Saturday each month 10 am-1 pm, November through May

Mission: The Marshfield Agricultural and Horticultural Society is committed to the community and brings Marshfield this Farmers' Market based on the following purposes: Provide fresh, local, wholesome produce directly from farmers to residents. Preserve and foster the wellbeing of our local agricultural system. Honor the agricultural history of our community by promoting the protection of farm open space from development. Provide a forum to share concepts and ideas regarding healthy and sustainable practices for agriculture, producing food and caring for the environment and ourselves. Provide a wholesome social experience that helps build community.

Vendor Policies:

Exceptions - Managers may make exceptions to any of the policies.

Applications - All vendors are required to submit a completed, signed application form via the online platform. Payment must be included with application along with the application fee prior to review. Vendors will be notified of acceptance, denial, or wait-list status. Postmark of checks, or receipt of electronic fee indicates date of receipt. Contact info: farmersmarket@MarshfieldFair.org or 781-635-0889

Sales - The market opening/closing will be indicated by ringing of the race bell, sales may commence only after opening bell has rung. Vendors are expected to stay set-up until closing bell.

Facilities - The Market will utilize the space underneath and in front of the Marshfield Fairground's grandstand offering an agricultural setting with both indoor and outdoor opportunities. Vendors may be moved indoors on inclement days, for winter markets, or by management decision. This permits an improved customer shopping experience. During the Marshfield Fair or other grounds limiting events the market may move to an alternate location. Vendors will be given adequate notice and information.

Entry/ Access - Market access is from Main St (Route 3A). Approximate address is 140 Main St.

Weather - The market will be held rain or shine, sleet or snow. All vendors are expected to come unless prior notification is provided to manager so that wait listed vendors may participate. Winter markets may be delayed should storms interfere. Notice will be sent by email the night before or sooner, if possible. We will also notify WATD of closures (95.9 FM).

Utilities/restrooms - The market can provide limited electricity to those who receive prior approval of items requiring electricity. Cold potable water is available if needed during the summer season only. Permanent restrooms will be open during the summer, a portable unit will be on site otherwise. In the winter a limited amount of heat will be provided, bringing the area to around 60 degrees. **NO Space heaters or open flames are permitted.**

Booth set up - Be prepared with your own tables, chairs and 25' or longer electrical cords. Indoor booths may have 1 table and 1 chair provided. Electrical access requires prior approval. Vendors are responsible for removal of their own refuse and unsold product.

Arrival/ Departure- Setup may begin as early as 2 hours prior to each market and **must be completed and ready for customers 15 minutes prior to opening bell.** Vendors not on-site within 15 minutes of opening bell may be denied access and placed on the wait list for future markets upon second occurrence. NO vehicles will be allowed in the market area 20 minutes prior to opening bell. Vendors arriving after that time will be required to carry their items into the market area from the vendor parking area, no exceptions. NO vendor shall pack up the booth before closing bell, should a vendor sell-out he/she must remain until market closing.

Parking - Ample parking is available. Vendors are required to park in a designated area for vendors. No parking is permitted between the grandstand and the track, this is a fire lane.

Receipt of Fees – Fees are non-refundable, invoices will be sent after acceptance to the market and are due within 30 days or before participation in a market, whichever comes first. If a payment plan is needed please contact the manager in advance.

Absences – Vendors must provide advance notice to the manager of absences, preferably of a week or more. Vendors who repeatedly do not show *and* do not provide 48 hours prior notification to the market manager may be asked to go on the wait-list regardless of fees paid.

Products – This is a PRODUCER ONLY MARKET A vendor may sell only what he/she grows/makes/produces himself/herself. Vendors may not carry other's products. In a few instances it may be allowed with specific prior permission of the market manager for select items in order to provide a diverse offering to customers. Permission may be revoked or changed at any time. Items must be separated (i.e. different table) and clearly labeled as to who made/grew the item including name, city and state. Management may restrict the number of vendors selling similar products.

Produce must be grown and harvested by the vendor. All produce MUST be non-GMO. Appropriate labeling of growing method is encouraged. No till, Sustainable, Certified organic, no chemical amendments used, or pesticide-free produce is preferred but is not a requirement to participate. Some vendors will offer conventional produce and are encouraged to do so.

Eggs, Meat, Seafood, Wine & Dairy – Eggs must be kept in a cooler, following state requirements. Vendors who provide raw meat, poultry, seafood, or who wish to sell wine or dairy products must speak with the market manager in advance regarding appropriate licensing requirements. Organic or GMO-free feed is preferred but not required, type of feed/enclosures is required to be indicated for eggs. (i.e. cage free, conventional feed OR Pasture raised organic feed). Seafood must be marked as "day boat", "farmed"(with location), or other marking as appropriate.

Prepared Foods & Pet foods – must be high quality and made by the vendor. Food ingredients should be grown locally whenever possible. No packaged baking please.

Non-food products (arts & crafts, household products, services etc.) must be high quality and locally made by the vendor. Non-food products are secondary to the food and farm products and will be accepted on a space available basis only.

Signage and Labeling– Each vendor must prominently post prices for all items with clear labeling, and as required must meet MA requirements:

Produce, Meat/Seafood, Eggs and Plants - Egg cartons may only show source farm labeling. All items not grown by the vendor but approved by management, must be separated, clearly marked as to the farm name, city and state where it is grown, type of farming (conventional / organic / regenerative, etc). Items from outside of New England are not permitted. Those who are organic or USDA certification exempt need to receive prior approval of the management to post as organic. Those who grow without the use of **any** pesticides are encouraged to use the words "pesticide free", "sustainably grown" or "No Chemicals Used", as applicable. All other growers will be labeled as "Conventional".

Bakery, Prepared Foods, Personal, and Household Products must have labels on the products in accordance with the Massachusetts state requirements for farmers' markets sales. *This is required by the state for all non-produce items sold at farmers' markets.* Contact the Marshfield Board of Health if you need clarification or a copy of this requirement, it is also available on-line. Ingredients which are grown locally, GMO-free, or fairly traded are encouraged, recommended to be highlighted as such and the sources made known.

Packaging All vendors are required to adhere to our "Green" packaging for ALL items throughout the season, except meat is to follow USDA requirements. Acceptable packaging includes recyclable hard packaging like glass jars or hard plastics with the recycle symbol 1-5 on it. Alternatively *compostable* items made from PLANTS, i.e paper or corn based packaging, is allowed. (Note: biodegradable items are not allowed, your car is considered biodegradable.) ***New plastic bags and all Styrofoam is prohibited.*** *Marshfield has a ban on single use plastic bags.*

Health/Food permits – Vendors of ANY prepared food or drink (except fresh produce) must obtain a permit from the Marshfield Board of Health. Forms are available on-line on the market & town websites.

Genetic Engineering- Products containing genetically modified or engineered organisms are called GMOs. One of our market discriminators is our GMO awareness campaign. No one shall sell any GMO produce, vegetable seedlings, fish, or meat. It is the responsibility of vendors to check with their suppliers. The market strives to be a GMO-free marketplace, this takes effort and so any vendor who can pledge to use 100% GMO-free or organic ingredients will be advertised as such. This includes, but is not limited to ingredients containing: corn, sugars/sweeteners, corn products, soy products, canola, cotton/cottonseed products, summer squashes, potatoes, apples, fish, grains and legumes. Farmers may be asked to submit a list of where key seeds are purchased and varieties. Check with your seed suppliers or use certified organic. *GMO seeds/products are **not labeled** nor advertised as such.* For assistance on how to determine if GMOs are used contact the market manager.

WIC/Senior Coupons – We request all farms and apiaries become certified to accept Mass. Farmer's Market coupons, it is a short process to be certified through Mass.gov website. Program is for fresh produce and honey only July-Oct.

SNAP – The market accepts Supplemental Nutrition Assistance Program (SNAP) EBT benefits as a payment type. All vendors are required to follow program guidelines and restrictions, each seller must sign an agreement form. All eligible products may be purchased through the market office, vendors will be paid the same day in cash. Vendors do not have to have processing equipment.

Non-profits, Education or Entertainment - Organizations may apply to attend the Farmer's Market to educate or perform. Contact the market manager. We welcome guest organizations and individuals to the Farmer's Market for the purpose of education where topics are complementary to our mission. *Raffles, sales and fundraising are discouraged, but management will review requests. There can be no political activity.*

Market Fees & Discounts - Application fees are required to be considered, all other fees are non-refundable once accepted as a vendor. Management decisions are final/non-negotiable. Fees and discounts are detailed on the application.

Vendors are expected to:

- Attend weekly in a timely manner and provide advance notification of absences so as to find a replacement similar vendor for missed week(s).
- Prominently display vendor name and location, label all products offered, and display prices
- Adhere to our "Green" packaging for ALL items throughout the season. See "packaging", above.
- Dress and behave appropriate to a family friendly event/venue.
- Follow all state and local laws regarding farmers markets, food, and food service

Insurance and Law: Vendors shall carry insurance to cover the extent of their operations and liabilities and must name the Marshfield Agricultural and Horticultural Society on the policy. Vendors are required to comply with all federal, state, local laws and regulations.

Grievances: In the event of a dispute regarding any aspect of the Marshfield Farmers' Market, the Market Manager shall make a decision. Any failure to abide by the Market Manager's decision may be sufficient grounds for excluding the vendor from the Market.