**HIGGANUM FARMERS’ MARKET APPLICATION – 2021**

**Market Rules**

1. The market master and the Economic Development Commission Market Subcommittee (also known as “EDC Market Subcommittee) can be contacted via shared mailbox at [higgfarmersmarket@gmail.com](mailto:higgfarmersmarket@gmail.com).
2. Any updates to these rules as a result of vendor and/or market feedback will be communicated to all members who sign this document after EDC Market Subcommittee vote.
3. All state laws and recommendations in the State of Connecticut Department of Agriculture Farmers’ Market Guide must be followed by Farmers and Vendors and signing this application will indicate you agree to these market rules and state laws and have read and acknowledge the State of CT Department of Agriculture COVID-19 rules. The guide can be found at the following link: <https://www.ct.gov/doag/cwp/view.asp?a=3260&q=448674>.
4. All produce sold at the market must be **CONNECTICUT GROWN.**
5. Farmers must sell only what they grow and other Vendors sell what they have produced. Exceptions are made on a case-by-case basis. Farmers are expected to grow at least 75% of what they sell. A Farmer approved to sell produce from another farm must clearly label the name of the farm from which the product is sourced and be able to summarize growing conditions for the produce. In addition, receipts from products purchased from another farm must be retained for one calendar year.
6. Value-added products must use ingredients that are CT grown. If the main ingredient cannot be sourced locally, the theme ingredient must be grown in CT. Minor ingredients, such as spices, or products not grown in the CT region (such as olive oil and vinegars), may be purchased from non-local sources. Value-added products include, but are not limited to: jams, jellies, preserves, sauces, pickles, other canned fruits and vegetables, salsas, pestos, spreads, flavored oils, flavored milk, yogurt, cheese, butter and other dairy, baked goods, prepared foods, fish, shellfish, soaps, natural body products, wool, pelts, and ornamental greenery.
7. All prepared value-added products must be produced in a commercial, inspected, approved kitchen except for items covered by the Acidified Foods, James, Jellies, and Preserves as stated in *Connecticut State Statute Sec. 21a-24a Sale of jams, jellies, and preserves*. All vendors of such foods are responsible for obtaining appropriate permits and inspections and providing copies with their applications.
8. All prepared food products should preferably have all ingredients displayed on the item. Alternatively, the ingredients must be available for shopper inspection if not displayed on the item.
9. Mass-produced products or original products not created by the Vendor, including distribution of products created for chain manufacturers, are not allowed.
10. The Farmers’ Market reserves the right to select vendors and products for each farmers’ market to create the appropriate balance for our shoppers.
11. Bake sales by community groups are allowed provided baked goods are prepared in a commercial, inspected kitchen. If this is not the case, no liability related to these baked goods rests with the Higganum Farmers’ Market or the Town of Haddam.
12. The Farmers’ Market will allow fundraisers for school or community groups provided they follow Market Rule #10.
13. Farmers and Vendors must bring only products listed on their applications. Other products not listed on their application must be approved by the Economic Development Market Subcommittee (EDC Market Subcommittee) via an addendum to the application.
14. General and Product Liability Insurance is required for all Farmers and must apply to participation in an organized Farmers’ Market. You must provide a certificate of insurance showing that a minimum liability limit of $300,000 is in place.
15. General Liability insurance is required for all non-farm non-food vendors. You must provide a certificate of insurance showing that a minimum liability limit of $300,000 is in place.
16. Community groups selling products must provide certificate of liability insurance.
17. **The 2021 markets run weekly from Friday, June 4 through Friday, August 20 and then September 17-October 15** and will be held at Haddam Elementary School alongside the parking lot parallel to Route 154. This area will be open to pedestrians only as it will be blocked by traffic cones.
18. Vendor participation is based on the following nonrefundable fee structure:
    1. Full Season ($150 for 17 market days)
    2. Half Season ($85 for 8 market days)
    3. Guest vending ($20 each for up to 6 market days)
    4. Note: There will be a break after Aug. 20th and we will resume Sept. 17th.
19. The Farmers and Vendors will be set up via a lineup by the market master prior to the market opening. Parking will be located in the Haddam Elementary School parking lot, the passageway between Route 154 & Candlewood Hill Road, and along Route 154 if both parking lots are filled.
20. Farmers and Vendors are expected to attend the Market on their scheduled dates. The Farmer or Vendor must give the market master a minimum of 24 hours notice if unable to attend the market on a scheduled date. If not, the market master can potentially cancel future reserved spots for markets.
21. The market is generally a rain or shine market, but in the event of inclement weather (lightning, heavy winds, etc.), the market may be cancelled at the discretion of the market master by 12 PM on the market scheduled date. Fees for the market will not be refunded. All scheduled participants will be notified of the cancellation via Facebook & email or alternate preferred cancellation method on the application, if requested.
22. Farmers and Vendors may begin set up one hour prior to the market opening and are expected to leave market grounds 45 minutes after market closing, if there is no band playing. Farmers and Vendors that arrive after the scheduled start time of 3:30 PM will be turned away. Farmers and Vendors are expected to respect the market grounds and remove all waste produced by their booth. Farmers and Vendors may not sell to customers prior to market opening.
23. Farmers and Vendors will bring their own tents or awnings, tables, and chairs. Tents, awnings, shelters, tables, and displays must be secured in summer breezes or windier rain (should the Market not be cancelled). Tie downs and stakes must be safety flagged and not in a main aisle or walkways.
24. Market displays must be tastefully constructed and in good condition. Signage and banners should not block aisles or walkways or otherwise pose a safety hazard. All market produce and food products on display should be of high quality. Farmers and Vendors who sell food products need to be mindful of summer heat and rain and should plan for coolers and freezers accordingly. Those products that do not meet this standard for quality may be removed at the discretion of the EDC Market Subcommittee. Vendors of fine art and handcrafted items must show their items in a tasteful manner, as well.
25. No smoking or alcohol is allowed at market booths at any time. Pets are allowed if they are leashed.
26. Radios, stereos, and other devices playing music are permitted but must be turned off during appearances of speakers and entertainers.
27. Farmer and Vendors who bring children need to control them at all times. Tree or rock climbing is not allowed.
28. All Farmers and Vendors are expected to be polite to customers and each other. Please bring any issues to the attention of the market master. Complaints should be provided to the market master.
29. Any violation of these Market Rules may result in suspension or expulsion from the Higganum Farmers’ Market.