

## CAMDEN FARMERS' MARKET GUIDELINES

2003

I. (a) &(b) -corrected, April 2008

I. LOCATION AND TIME: The Camden Farmers' Market is located behind the Knox Mill in the "upper" parking lot. Access is via Washington Street or Knowlton Street.

(a) The Market is officially open every Saturday from 9:00 AM to Noon from early May through October.

(b) Additionally, there is a Wednesday Market from 3:30 PM until 6:00 PM in Summer, exact dates as set by those members vending on that day.

(c) Dates, times and locations may vary slightly from year to year as decided by the membership.

## II. ATTENDANCE:

(a) Members are expected to attend all scheduled market days in those markets where he/she is a vending member. If unable to be present, they are expected to notify the Market Master prior to the start of that market. If a vendor is absent for three consecutive times without just cause, he/she is subject to review by other members.

(b) Members are expected to stay until close of market on each market day unless they are "sold out".

(c) Members may arrive prior to opening time for the purpose of setting up their displays but should not sell until official opening time.

(d) Members are expected to attend all pre-season business meetings which are scheduled as follows: the 3rd Saturdays of January, February, March and April with snow dates of the following Saturdays.

(e) Members are expected to participate in all Market activities.

## III. MEMBERSHIP:

(a) Application for membership is open to all Maine residents, ie: farmers; local meat, poultry and dairy producers; local fishermen or distributors of Maine seafood products; producers of value-added items such as baked goods and preserves; craftspeople, etc.

(b) New applications will be reviewed during the February business meeting.

(c) Applications submitted by prospective members will be voted upon when there is sufficient space to allow an additional vendor. If there is no space available, a waiting list will be maintained by the Secretary.

(d) All continuing members will complete applications annually.

(e) New members are provisional until completion of their first market season and approval of the majority of members at the first pre-season business meeting. Provisional members have no voting rights.

(f) One vote per member is allowed.

(g) Simple majority votes carry the motion.

#### IV. DUES: Annual dues for full time membership are payable as follows:

(a) Dues must be paid in full by April meeting.

(b) The dues total will be determined annually by the membership based upon the market's budget needs plus an additional \$80 per year. Members will receive a \$20 per meeting credit for each business meeting attended. The meetings attended tally will be provided by the Secretary to each member at the April meeting in order to determine that member's amount due. A member absolutely unable to attend a meeting may send a representative . There are no exceptions to this rule.

(c) Dues for part-time membership will be \$40 or as determined by the membership annually.

(d) Each new application will include a \$5 non-refundable application fee.

(e) All dues are non-refundable and cover from opening to closing of the Market.

(f) Full time members accepted during the course of the season will pay the full season's rate.

## V. STALLS:

(sites) One Member-One Membership-One Business

(a) The number of available spaces will be determined annually by the membership.

(b) All spaces will be of equal size, that being 12 feet across the front. In some instances certain vendors, because of their space needs, may - or will be required to - pay for two contiguous spaces by arrangement with the membership.

(c) No more than 50% of spaces will be comprised of one type of product.

(d) Site assignment will be decided by the membership using either mutual agreement, seniority in retaining former spaces, and/or attempting to alternate product displays. A plan of the set-up will be kept by the Market Master and will be available to all members.

(e) Part-time spaces may be available, space permitting and membership agreeing, for any four consecutive week period and will be open to any acceptable applicant on a first come-first served basis. The part-time vendor may opt for a second four week slot if space is available and the membership consents. After four weeks of part-time membership, the vendor may be eligible to join the Market as a full time member if there is space available and the membership accepts the application.

(f) Full time members have priority over part time vendors.

(g) Disputes between members of equal seniority will be settled by membership majority decision.

(h) Members are limited to one vehicle per space.

(i) Members are expected to maintain a neat and tasteful display. Each member is required to clean up his/her space at the end of the market day.

(j) No vendor will bring his/her dog to Market.

## VI. PRODUCTS:

(a) All products , which include but are not limited to: vegetables, seedlings, herbs, preserves, fresh-cut and dried flowers, meats, poultry, seafood, dairy products, crafts, etc., sold at the Camden farmers' Market must be grown or made by the vendor with the following exception: Vendors may arrange to sell specific Maine grown or Maine-made products with prior approval of the majority of the members as long as these products do not exceed 25% of the vendor's display or on-site availability of product. When possible,

vendors should submit their plans to sell "bought in" products with their applications but must have approval at least one week in advance of offering those products.

(b) "Bought in" goods may not compete against other member-produced goods of the same kind.

(c) Vendors wishing to bring new items must so state on their annual applications for review by the membership. Those wishing to introduce new products after the beginning of the season, must notify vendors offering similar products and obtain membership approval.

#### VIII. LIABILITY INSURANCE & APPLICABLE STATE LICENSES

All vendors must provide proof of general liability insurance and all needed licenses to the Market Recording Secretary prior to selling at the market. Until copies of such insurance and licenses have been provided, the member may not set up and sell.

#### IX. PRESENTATION:

(a) Vendors should present themselves in an appropriate manner and dress. There will be no alcohol consumption nor any smoking on the Market premises by any member. There will be no unsportsmanlike conduct and no hawking of products.

(b) Vendors must display farm or business names and addresses in a prominent manner each market day.

(c) Vendors will provide some means of posting prices of all products offered for sale.

X. NON-COMPLIANCE: When two or more vendors on any market day believe that the selling practices of another vendor are detrimental to the Market, they may call a special meeting of the membership. A majority of those present at that special meeting may require that the detrimental practices be changed to conform to membership standards. Failure to do so may be cause for immediate dismissal if so voted by a majority of all market members.

As revised and approved by the Camden Farmers' Market March 15, 2003