

IVORYTON VILLAGE FARMERS MARKET



ON THE IVORYTON GREEN
WWW.IVORYTONFARMERSMARKET.COM

The Ivoryton Village Alliance is happy to announce the 2015 season of the Ivoryton Farmers' Market. We are actively seeking vendors for the new season and hope that you can join us for what looks to be our best Season ever. Our market puts its focus on "Local". We offer locally grown produce, locally prepared foods, local artisans and even local Entertainment. In addition, we have gone the extra mile to provide the Market attendees the most friendly and convenient shopping experience.

Our market is held on Saturdays, June 27 through October 10 on the Green in Ivoryton center from 10:00 AM to 1:30 PM. The village green venue enables market customers to enjoy the music in the park, relax at the gazebo or enjoy their lunch on one of several picnic tables. Parking is convenient for customers and we have handicap parking available. Portable restroom facilities are available for both customers and vendors. We encourage the customers to partake of the "Market Experience".

As a vendor at the Ivoryton Farmers' Market you become part of our market family. To join our family, we'll need you to read through our market rules then fill out and return the attached application. All of the applications will be processed on a "first come, first served" basis with preferences toward full season members. Checks for full season and half season memberships need to be received before the first of June so we can properly allocate spaces.

Checks should be made payable to: The Ivoryton Village Alliance. Certificates of Insurance will need to be received before the first day of the market. Your application can be email'd to ivorytonmarket@gmail.com or by regular mail to Dave Sousa, 48 Walnut ST, Ivoryton, CT 06442

If you have any questions or concerns, please feel free to call me at 860-767-4967.

Dave Sousa
Market Manager

IVORYTON VILLAGE ALLIANCE FARMERS MARKET APPLICATION 2015

2015 Market Dates:
Saturdays
June 27 thru Oct 10

Market Time:
10am – 1:30pm

Market Location:
On the Ivoryton Village Green
Main St, Ivoryton, CT 06442

MARKET RULES¹

1. All state laws and recommendations in the State of Connecticut Department of Agriculture Farmers' Market Guide, http://www.ct.gov/doag/lib/doag/marketing_files/Complete_FM_Ref_Guide_04-25-2012.pdf, must be followed by Farmers and Vendors.
2. All produce sold at the market must be **CONNECTICUT GROWN**.
3. Farmers must sell only what they grow and other vendors sell what they have produced. Exceptions are made on a case-by-case product is basis. A farmer approved to sell produce from another farm must clearly mark the name of the farm from which the produce is sourced.
4. 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 or 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.
5. All prepared food Value-Added Products must be produced in a commercial, inspected kitchen except for items covered by the Acidified Foods Act, Jams, Jellies, and Preserves as stated in Connecticut State Statute Sec. 21a-24a. Sale of jams, jellies, and preserves. 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.
6. Mass-produced products or original products not created by the Vendor, including distribution of products created for chain manufacturers, are not allowed.
7. Bake Sales by community groups are not allowed unless baked goods are prepared in a commercial, inspected kitchen.
8. The Farmers' Market will not host fundraisers for school or community groups at the Market Table.

¹ These rules apply to Farmers, Vendors, Community Groups, Educators, and Entertainers. Your signature on the contract indicates you agree to these Market Rules.

9. Farmers and Vendors must bring only products listed on the application. The Market Manager must approve other products, not listed on the application.
10. The Farmers' Market reserves the right to select vendors and products to create the appropriate balance for our shoppers.
11. ****General and Product Liability Insurance** is required for 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. Holder should be Ivoryton Village Alliance, Main St, Ivoryton, CT.
12. 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.
13. Upon acceptance Community groups selling products must pay for a booth and provide certificate of liability insurance.
14. WIC certification and Senior Supplemental Nutrition Program (SNAP) certification is recommended for those eligible Farmers and Vendors.
15. The 2015 markets run from Saturday, June 27 through Saturday, October 10. A 10' x 10' space requires a rental fee of \$15 per market. **Full and Half Season rates are available (see application form)** to reserve a space for the outdoor market season. The Market Manager collects weekly fees during set-up each week. Checks should be made out to the Ivoryton Village Alliance.
16. Farmers and Vendors are expected to attend the market on their scheduled dates. If a Farmer or Vendor signs up for the whole season, but cannot make the dates for some reason, there is no refund for the missed dates unless there is a death or unforeseen circumstance, such as crop failure or illness, which will be determined by the Market Manager. If the Farmer or Vendor is deemed excused by the Market Manager, the refund will be paid back to the Farmer or Vendor as soon as possible, for only those market dates missed. If a Farmer or Vendor quits the market for some reason other than a death or crop failure, after an excused period or otherwise, no refund will be given.
17. The Farmer or Vendor must give the Market Manager a minimum of 24 hours notice if unable to attend the market on a scheduled date.
18. In the event of inclement weather, the market may be cancelled at the discretion of the Market Manager. All scheduled participants will be notified of a cancellation as soon as possible. No refunds will be given in the event of weather-related cancellation.
19. Farmers and Vendors may begin set up one hour prior to the market opening and are expected to leave market grounds 1 hr after market closing. 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. You may Load and Unload in the parking lot by the Ivoryton Green. After unloading, all vendor vehicles are to be moved to the designated vendor parking area for the duration of market hours.
20. Farmers and Vendors will bring their own tents or awnings, tables and chairs. Tents, awnings, shelters, tables, and displays must be secure in summer breezes or windier rain. **Due to underground irrigation on the Ivoryton Village Green tent STAKES OF ANY KIND ARE NOT ALLOWED!!** Other Tie down methods must be safety flagged and not in a main aisle or walkways.
21. The Market Manager assigns spaces. Ask in advance if a situation requires a particular spot or other consideration.
22. Market farm, vendor and community group 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 Market Manager. Vendors of fine art and handcrafted items must show their items in a tasteful manner, as well.

- 23.** No smoking or alcohol allowed at market booths at any time.
- 24.** Radios, stereos, and other devices playing music are permitted but must be turned off during appearances of speakers and entertainers.
- 25.** Entertainers must maintain a reasonable noise level throughout their performance.
- 26.** There is no fee for community groups who do not sell products.
- 27.** Farmers, vendors, and community groups who bring children need to please control them at all times. Tree 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 Manager. Complaints should be provided to the Market Manager in writing.
- 29.** Any violation of these Market Rules may result in suspension or expulsion from the market.

All of the applications will be processed on a "first come, first served" basis with preferences toward full season members. Checks for full season and half season memberships need to be received before the first of June so we can properly allocate spaces.

Contact Market Manager – Dave Sousa
with any questions or information
ivorytonmarket@gmail.com
(860) 767-4967

Ivoryton Village Alliance Farmers' Market Contract for 2015 Market Season

Full Market Season - Every Saturday 10am til 1:30pm - JUNE 27 – OCT 10

Name of Business: _____

Applicant's Name: _____

Vendor Type: FARMER BAKER FOOD ARTISAN OTHER

Street Address: _____

City/Town: _____ State : _____ Zip: _____

Phone: _____ Email: _____

Website or Facebook: _____

*Would you like a link to your website listed on the Market website? YES NO

Items to be sold: please be descriptive and list everything you can:

Please note that in order to have a market line up for the first day, all applications need to be **returned as soon as possible**. Payment for full and half season memberships needs to be received by June 1st. Insurance Certificates must be turned in to the market manager by the first market day.

AGREEMENT: THE UNDERSIGNED AGREES TO INDEMNIFY AND HOLD HARMLESS the Town of Essex, Village of Ivoryton and the Ivoryton Village Alliance Farmers' Market (IVAFM) of Ivoryton, CT including the Market Manager and all the members of the IVAFM Board of Advisors and Volunteers, applicable to any and all claims, suits, and causes of action, of whatever nature or type and all attorney fees, costs, and expenses incidental thereto which may arise from my participation in the IVAFM.

I UNDERSTAND AND AGREE TO ABIDE BY THESE MARKET RULES. I ALSO UNDERSTANT THAT I AM NOT PERMITTED TO PARTICIPATE IN THE MARKET UNTIL I HAVE FURNISHED IVFM WITH A CERTIFICATE OF INSURANCE SHOWING THE PROPER MINIMUM LIMITS OF LIABILITY AS DESCRIBED IN THIS ABOVE.

APPLICANTS SIGNATURE (S): _____

Any Questions? Contact Dave Sousa – Market Manager
(860) 767- 4967 or ivorytonmarket@gmail.com

Ivoryton Village Alliance Farmers' Market Contract for 2015 Market Season

IVAFM Fees & Schedule:

Please note that in order to have a market line up for the first day, all applications need to be returned as soon as possible. Payment for full and half season memberships needs to be received by June 1st. Insurance Certificates must be turned in to the market manager by the first market day.

- Full Season = 16 weeks. **Every Saturday 10am til 1:30pm starting JUNE 27 – OCT 10.** You will be guaranteed the same space every week.
- Half Season = 8 weeks, you can pick whichever days you want but we need to know ahead of time and you are not guaranteed the same space each week.
- Weekly – Please specify dates you will attend the market

Please select which option works for you.

FULL SEASON	16 weeks	\$170.00
HALF SEASON	8 Weeks	\$100.00
WEEKLY	1 WEEK	\$15.00

Community Groups and Special Event Vendors please contact market manager

Non Full Season Vendors, please check off which days you WILL ATTEND the market:

		Aug 22
	June 27	Aug 29
	July 4	Sept 5
	July 11	Sept 12
	July 18	Sept 19
	July 25	Sept 26
	Aug 1	Oct 3
	Aug 8	Oct 10
	Aug 15	

Please return page 5 and 6 of the application

Submit this application via email to ivorytonmarket@gmail.com or Dave Sousa, 48 Walnut ST, Ivoryton CT 06442 (860) 767- 4967

****The Ivoryton Farmers Market reserves the right to select vendors and products to create the appropriate balance for our shoppers.**