

**Local Works Farmers' Market Rules & Vendor Contract 2011**  
*(Please Market Rules for your records and return signed contract to WREN)*

**Location & Time:**

Sat. 10am to 2pm Corner of Main Street (Rte. 302) and Park Avenue, Bethlehem, NH

Thurs. 3pm to 6pm Mechanic Street off (Rte. 16) Main Street, Berlin NH

**Registration:**

Free for WREN Members to participate in both markets.

A registration fee of \$35 is due with completed registration form and contract, which includes your WREN Membership.

**Weekly Fees:**

5% sales revenue will be collected at the end of each market day. This pays for EBT Machine & Music.

**Site Selection:**

The Market Coordinator will assign sites based on requirements and/or specific needs. Every effort will be made to keep sites consistent from week to week. Please contact Market Coordinator if you are unable to attend a market.

**Set Up:**

Vendors need to be completely set up by the opening of the market. Site shall remain open until the close of the market. Sites must be cleaned and vacated within the hour after the close of the market.

Vendors are responsible for their own waste disposal.

Bethlehem: Set up starts at 9am. Berlin: Set up starts at 2pm

**Vendor Responsibilities:**

1. Providing clean produce bags, tables and certified scales. Post pricing for all products.
2. Complying with all state and federal laws that apply to their business.
3. Display a sign with their farm name/business name & address.
4. No soliciting by political or religious groups is permitted.
5. Vendors' children and/or pets must be supervised.
6. The Local Works Farmers' Market expects vendors to adhere to honest and ethical business practices. Illegal, fraudulent or dishonest practices are prohibited.

**Acceptable Products for Local Works Farmers' Market:**

Locally grown fruits, vegetables, and herbs

Meats and cheese grown and/or produced by vendor

Fresh or dried floral and plant products

Maple, honey, wool and other related farm products

Vendor made crafts (soaps, candles, quilts, wood carvings)

Home baked goods (baked items, jams, jellies, pickles etc.) with Homestead License or City of Berlin

Health Inspected Kitchen.

There is to be no reselling of produce at the market. All produce must be from the vendor's own farm  
All vendors must be pre-approved by the Market Coordinator and/or the Local Works Farmers' Market Committee.

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**Market Operations:**

The Market Coordinator is responsible for the successful and orderly operation of the Market. Questions and issues are to be directed to the Coordinator before or after official hours of operation. To ensure a productive marketplace for both vendors and customers, there are to be no disputes at the Market site. Formal complaints may be submitted in writing to the Farmers' Market Committee, c/o WREN, P.O. Box 331, Bethlehem, NH 03574.

The Committee reserves the right to visit any vendor's business operation to authenticate that products are locally grown.

If a vendor fails to comply with the above rules, the Local Works Farmers' Market Committee reserves the right to cancel the vendor's participation in the market with no refund of fees.

**Local Works Farmers' Market 2011 Contract**

**(Please fill out completely and sign before submitting.)**

Farm/Business Name: \_\_\_\_\_ Owner/Contact

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Products (describe briefly) \_\_\_\_\_

Do you have a Homestead License? Or have a Berlin City Health Inspected Kitchen?

Yes \_\_\_\_\_ No \_\_\_\_\_ Not required for my products \_\_\_\_\_

Will you accept EBT (food stamps)? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you certified to accept WIC/Nutrition Coupons? Yes \_\_\_\_\_ No \_\_\_\_\_

Approximate size of selling area needed (frontage)? \_\_\_\_\_

**Which market would you like to participate in?**

Bethlehem Saturday 10AM-2PM \_\_\_\_\_ Berlin Thursday 3PM-6PM \_\_\_\_\_ Both \_\_\_\_\_

**Registration Fee:**

Free for WREN members \$35 for the season, which includes a WREN membership.

**Weekly Fees:**

5% of sales revenue to be paid to the Market Coordinator at the end of each market

Please sign below to signify that you have read and will comply with the Local Works Farmers' Market rules.

Signature \_\_\_\_\_

Please Print Contact Name and Business Name

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