

# Southcoast Health Farmers' Market at 35 Rosebrook Guidelines and Policies

## Schedule

The market operates each **Thursday** from July 8 through October 7. The market hours are 3 p.m. – 6:30 p.m., rain or shine.

## About the Location

Southcoast Health Farmers' Market at 35 Rosebrook is located in front of the luxury apartment community at 35 Rosebrook Place, Wareham, MA 02571. The Rosebrook Business Park is located just off Route 28 at the intersection of Interstate 195 and 25. The active location features Southcoast Health Medical Office Building, All American Assisted Living, Towne Place Suites by Marriott, Cape Cod Five Cent Savings Bank, Rogers & Gray Insurance Company, Boston Eye, 99 Restaurants, Saga Fusion, and Five Guys.

## Vendor Information, Guidelines, and Policies

### Vendor Definitions

**GROWERS\***: Vendors that grow their own vegetables, fruits, herbs, flowers, and plants in Southeastern Massachusetts. Growers who offer organic produce must be certified according to Massachusetts law to promote their products as such. \*Growers that wish to sell other growers' products must provide written approval from the grower authorizing the secondary sale of their specific product(s) at the Farmers' Market. Additionally, all items grown from a secondary grower must be labeled as such prior to sale.

**PRODUCERS**: Vendors who source locally grown (within Massachusetts) products to create items including, but not limited to, baked goods, cheeses, specialty food products, crafts and clothing.

**ARTISTS/CRAFTERS**: Local individuals that create their own products are welcome to attend the Farmers' Market. Preference will be given to individuals that feature local products, local atmosphere, and local agriculture.

**NON-PROFIT, EDUCATIONAL AND ENTERTAINMENT VENDORS**: Organizations and individuals are invited to attend the market to educate and/or perform. Contact the Market Coordinator to explore the options. There is no fee associated with this opportunity. Solicitation and political activity is not allowed.

### Vendor Fees and Vendor Location

Vendor spaces are 12' x12'. The seasonal fee is \$50. Vendor location will be determined by the Market Coordinator.

### Permits, Insurance and Law

- Vendors must comply with all local, state, and federal regulations and permitting requirements.
- Vendors must comply with public safety requirements including social distancing and other Covid related measures.
- **All** vendors selling food products must provide a certificate of liability insurance naming the "A.D. Makepeace Company and Agawam Development" as **additionally insured** with the address of 35 Rosebrook Place, Wareham, MA 02360.
- All vendors are required to submit a completed application with a signature acknowledging the indemnification agreement.
- All relevant permits are to be kept in the vendor's booth during the market.

**SOUTHCOAST HEALTH FARMERS' MARKET AT 35 ROSEBROOK**  
**35 ROSEBROOK PLACE | WAREHAM | MA | 02571**

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### Vendor Expectations

- It is preferred that all accepted vendors attend on their designated days each week however alternative schedules may be approved by the Market Coordinator.
- All state, local, and market safety guidelines as they relate to COVID-19 and all other health related concerns must be adhered to.
- Vendors are required to notify the Market Coordinator as soon as possible in case of their absence.
- HAWKING of customers will not be tolerated. The strength of the market shall be in supporting each other and not interfering with a vendor's ability to make a sale.
- All vendors are required to bring all the necessary items for their set up. Any tent/canopy that is not secured properly will be removed.
- All scales must have a current seal from the Department of Weights and Measures.
- All vendors must secure any state, local, or regional permits and licenses as required.
- All vendors are encouraged to participate in promotion of the market including discount programs, social media, special events, and by offering ideas for improvement.
- Vendors are not allowed to have any pets onsite.
- Use of alcohol is prohibited.
- Trash and recycling receptacles are provided. Vendors are required to remove all items from their booth space including empty boxes and debris.
- The Farmers' Market will be held rain or shine. Severe weather may cancel or reduce the hours of the market.

### Vendor Arrival/Departure

- Vendors may begin set up one hour prior to the market start.
- Vendors are allowed time to unload in the market area and then are required to park in the designated vendor parking area.
- All vendors must be ready for sales 20 minutes prior to the opening of the market.
- Failure to arrive on time may result in set up difficulty or exclusion for the day.
- To ensure customer satisfaction, if a customer arrives early and requests items from a vendor, a sale may be made prior to 3 p.m. The rule is subject to change if abused.
- Vendors shall not block aisles or walkways with products and must keep a presentable booth.
- All vendors must keep their booths set up for the length of the market even if they sell out.
- Vendors may begin packing up products *discretely* prior to the close of business.

### Grievances

The Market Coordinator and staff will make a decision regarding any and all market grievances. Failure to comply with the Market Coordinator and/or staff's instruction is grounds for removal and exclusion. The Market Coordinator, or appointed staff member, may make exceptions to any of these policies.

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

Farm/Business Name: \_\_\_\_\_

Sales Tax Identification Number: \_\_\_\_\_ Years in Business: \_\_\_\_\_

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

Primary Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_ Primary Email: \_\_\_\_\_

Website: \_\_\_\_\_ Facebook: \_\_\_\_\_ Twitter: \_\_\_\_\_

Are you approved to participate in the MA Farmers' Market Nutrition Program: YES or NO

Name(s) of staff representing your farm/business during the market: \_\_\_\_\_

I was referred to your market by: \_\_\_\_\_

**Product Information**

Check all that apply (see guidelines for vendor definitions).

**GROWER**     **PRODUCER**     **ARTIST/CRAFTER**     **NON-PROFIT ORG**     **ENTERTAINER**

**GROWERS:** List all the items that you grow and intend to sell during the market:  
\_\_\_\_\_  
\_\_\_\_\_

**GROWERS - OTHER:** List any other items you wish to offer at the market. If you are selling produce grown by another farmer, identify the product and the farm. Written permission from the farm is required prior to sale being allowed, see vendor definition section.  
\_\_\_\_\_  
\_\_\_\_\_

**PRODUCERS:**

List all locally sourced products and their sources:  
\_\_\_\_\_  
\_\_\_\_\_

**ARTISTS/CRAFTERS:**

Describe products and list all locally sourced products and their sources:  
\_\_\_\_\_  
\_\_\_\_\_

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**Fees**

**WAIVED** Full Season Vendor Fee \$50

Payment is required in full with the completed application and is non-refundable upon acceptance. Nonprofit organizations fees are determined by the Market Coordinator.

**Demonstration or Educational Talk**

Yes, I would be interested in offering a demonstration/talk during the season. No fee applies for this service.

**Permits/License/Insurance**

All vendors must attach all required and relevant permits and licenses with the completed application.

In signing this application, I \_\_\_\_\_ and all parties representing \_\_\_\_\_ (farm/business) are stating that I/We have read and will adhere to the Guidelines and Policies set forth by the organizers of the Farmers' Market. I/We hereby release A.D. Makepeace Companies, Agawam Development, their affiliates, sponsors, employees, and volunteers from any and all liability damages, personal injury or theft that may occur during participation in the Southcoast Health Farmers' Market at 35 Rosebrook. I/We further agree to hold A.D. Makepeace Companies, their affiliates, sponsors, employees, and volunteers harmless against any claim brought due to my or my employees' conduct or from any potential product liability that I/We may incur. I/We understand that I/We are responsible for obtaining and abiding by all local, state and federal licenses, permits, forms, and/or inspections required by law and statute including liability coverage.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title/Position

**Submit completed application, payment, permit and licenses copies to:**

Southcoast Health Farmers' Market at 35 Rosebrook  
ATTN: Kim Houdlette  
158 Tihonet Road  
Wareham, MA 02571

Make checks payable to: **A.D. Makepeace Company**