



North Andover Farmers Market
PO Box 552
North Andover, MA 01845



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2021 Fundraising Booth Rules and Regulations

Dates: Sunday, June 20th - Sunday, October 3rd, 2021 (rain or shine unless notified otherwise)
Hours: 10:00 am – 1:00 pm
Location: The intersection of First Street & Main Street in North Andover, Mass.

All organizations looking to reserve a booth in order to conduct fundraising activities at the North Andover Farmers Market (hereinafter, “the NAFM”) must submit a completed application on the form approved by the NAFM and agree to abide by the following rules and regulations.

1. Your organization will be assigned a reservation date for the fundraising booth, based on the requested dates submitted in your application. You must notify the Market Manager 48 hours in advance of market start time if you are not able to attend the market to which you have been assigned. Failure to notify the market manager will prohibit your organization from reserving a booth in the future.
2. Set-up at the NAFM will begin no earlier than 8:00 am. Organizations must be set up by 9:45 am and selling at the NAFM will begin no earlier than 10:00 am. Organizations are required to stay fully set-up until 1:00 pm, even if they have sold out of their products.
3. Each organization must commit to participating in set-up and tear down on the day they have a booth at the market. We ask that you bring a minimum of 6 able-bodied volunteers capable of lifting, carrying and putting up tents.
4. Each organization will be assigned a designated area in which to set up and conduct sales. Special requests for certain locations will be considered when possible but are not guaranteed.
5. Organizations must keep the vicinity in and around their designated selling area clean at all times, remove all refuse and unsold items at the end of the day, and leave their area “broom clean”. The NAFM provides trash receptacles for public use.
6. Only pre-packaged food and drink will be allowed for sale in the fundraising booth.
7. Organizations are required to comply with all federal, state and/or local laws and regulations, including those of the North Andover Board of Health. If you have any questions concerning local requirements, please contact the North Andover Health Department at 978-688-9540. More information and forms can also be found here: <https://www.northandoverma.gov/health>
8. Prices for all items for sale shall be posted clearly on a sign. No item shall be sold unless the price of the item is clearly displayed.
9. No Vendor shall drink alcohol or possess or use any controlled substance while at the NAFM. Absolutely NO smoking is allowed within 25 feet of the NAFM.

10. Solicitation and the distribution of materials from any group, organization, or political committee are prohibited without prior approval from the NAFM.
11. Organizations must be courteous to other vendors and to the public at all times. Organizations and their employees must maintain a neat and clean personal appearance at all times.
12. Organizations need to bring the appropriate amount of money to make change for cash sales.
13. Organizations are not allowed to have an open flame in their booth.
14. Organizations must comply with all COVID-related rules pertaining to mask wearing, social distancing, and hand washing. Rules may be re-evaluated at any time. The NAFM will aim to align with guidelines put forth by state and local boards of health.

Any material failure to abide by the terms of these Rules and Regulations shall be sufficient grounds to expel an organization from participating in any future markets.