



North Andover Farmers Market
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2022 Vendor Rules & Regulations

Dates: Sunday, June 19th - Sunday, October 2nd, 2022 (rain or shine unless notified otherwise)

Hours: 10:00 am – 1:00 pm

Location: The intersection of First Street & Main Street in North Andover, MA (109 Main Street)

All persons desiring to sell items at the North Andover Farmers Market (hereinafter, “the NAFM”) must submit a completed 2022 North Andover Farmers Market vendor application on the form approved by the NAFM and agree to abide by the following rules and regulations.

NAFM will provide 10x10’ and 10x20’ tents, trash receptacles for public use, and state- and locally- certified handwashing stations. Persons approved to sell at the NAFM (hereinafter “Vendors”) must use tents provided by NAFM. Each vendor has access to one folding table per 10’ x 10’ booth and must supply any additional tables as well as chairs, and other equipment needed to operate their booth.

1. Set-up at the NAFM will begin no earlier than 8:00 am. Vendors must be set up by 9:45 am and selling at the NAFM will begin no earlier than 10:00 am. Vendors are required to stay fully set-up until 1:00 pm, even if they have sold out of their products.
2. Vendors are required to attend every week to which they have committed. Vendors must notify the NAFM Manager 24 hours in advance of market start time if they are not able to attend a market to which they have committed. If the vendor fails to communicate that they will not be attending and is a “no show” for a market, they will be charged a \$50 fee. More than one “no show” may result in the forfeiture of space for the rest of the season without refund.
3. Each vendor will be assigned a designated area in which to set up and conduct sales. The assignment of the designated area will be made by an authorized agent of the NAFM. While we strive for consistency and to meet the needs of our vendors, we cannot guarantee a particular space or the same space each week.
4. Vendors 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 each market day, and leave their area “broom clean”. The NAFM provides trash receptacles for public use. Vendors must provide receptacles for trash generated within their booth and must take their trash with them at the end of each market.
5. Vendors 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 permitting requirements, please contact the North Andover Health Department at 978-688-9540.
6. All vendors selling prepared foods are required to complete a North Andover Board of Health Farmers Market Registration. This form can be found here: <https://northandoverma.viewpointcloud.com/search>

7. Only products certified by the Northeast Organic Farmers' Association (NOFA) as organic may be labeled "organic."
8. Scales used at the NAFM must have been inspected and sealed by a duly appointed Sealer of Weights and Measures within the preceding 12 months. Inspectors from the North Andover Weights & Measurements department may conduct unannounced inspections during the season.
9. 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.
10. 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.
11. Solicitation and the distribution of materials from any individual, group, organization, or political committee are prohibited without prior written approval from the NAFM.
12. Vendors must be courteous to other vendors and to the public at all times. Vendors and their employees must maintain a neat and clean personal appearance at all times.
13. The NAFM does not keep money to make change on site. Vendors need to bring the appropriate amount of cash they need to conduct business.
14. Vendors are not allowed to have an open flame in their booth.
15. Vendors 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.
16. Any material failure to abide by the terms of these Rules and Regulations shall be sufficient grounds to expel a vendor from participating in the NAFM for the remainder of the season without refund.