



2018 FARMERS MARKET RULES AND GUIDELINES

Calvert County Farmers Market Association markets (Market) are governed by the Calvert County Farmers Market Association (FMA) and sponsored by the Calvert County Department of Economic Development (DED). The following rules and guidelines apply for the 2018 season:

Application Process/Schedule: Applications must be received in the DED office by April 13, 2018.

The application review committee will meet the week of April 16, 2018 to review all applications. Applicants will be notified by mail of the review committee's decision by May 1, 2018. Season fees must be submitted with the application and associated paperwork, but will not be processed until after the review committee meets. Season fees will be returned to any applicant who is not approved to participate in the Market.

Consideration may be given to late applications on a case-by-case basis.

A. Purpose

The purpose of the Market is to support local farmers by providing an outlet to sell locally grown and produced items to the public. The Market strives to be a 'producer only' market.

B. Market Locations, Hours and Restrictions

1. Calvert County Fairgrounds (140 Calvert Fair Dr., Barstow)
 - Day and Time: Saturdays from May 5 to Nov. 17, 7:30 a.m.-12 p.m.
 - This market is held on private property. The property owners have decided that the following products/vendors are not allowed - prepared/heated foods, food trucks, kettle corn vendors, and alcohol sales.
2. Solomons Visitor Center (14175 S. Solomons Island Rd., Solomons)
 - Day and Time: Sundays from June 3 to Sept. 9, 11 a.m.-2 p.m.
3. CalvertHealth Medical Center (130 Hospital Road, Prince Frederick)
 - Day and Time: Tuesdays from May 8 through Nov. 20, 3-7 p.m.
 - This market is held on private property. The property owners reserve the right to determine what products/vendors are allowed at this Market.

C. 2018 Market Managers

1. Calvert County Fairgrounds (Barstow) - Mike Cox, 410-535-5259
2. CalvertHealth Medical Center (Prince Frederick) - Mike Cox, 410-535-5259
3. Solomons - Dion Etherson, 443-532-0722

D. Set-up and Sell Times

1. Set-up may begin one (1) hour prior to Market start time.
2. Sales are not allowed prior to market start time.

E. Fees

1. The member fee for the 2018 Market season is \$25. This entitles vendors to sell at all Markets as approved by the Review Committee.
2. Vendors selling product from another local supplier must disclose this information on the application and pay an additional \$25 for each supplier used.
3. Checks should be made payable to "Calvert County Farmers Market Association."

F. Vendor Expectations and Responsibilities

1. A minimum of 75 percent of product types offered for sale by a member must be produced and/or grown by the

vendor (i.e. if you sell cantaloupe, watermelon, green beans and homemade jams, you must grow/make three of these products).

2. Approved vendors will receive a membership certificate and wallet card. The membership certificate must be displayed at your stand each Market day. You may not be allowed to set-up or sell at a Market without your FMA certificate or wallet card.
3. The resale of any auction or gleaned produce is prohibited. Violators will be subject to immediate dismissal from the FMA.
4. Vendors are expected to:
 - Comply with all applicable federal, state and local laws and regulations and obtain all necessary licenses and permits. Non-compliance with any federal, state and local laws and regulations may result in immediate termination from the FMA. Copies of all licenses and/or permits must be submitted with the Market application.
 - Complete set-up prior to market start time and must remain on premises until market closing time.
 - Conduct themselves in a professional manner - avoid using abusive, intimidating, offensive and/or disrespectful language or behavior. Violators will be subject to immediate dismissal from the FMA.
 - Return all FMA property (i.e. flags and signage) to the Department of Economic Development or a Market Manager within 7 days of the Market season closing date.
 - Operate their stands in a safe manner and immediately address any safety concerns.
 - Secure/weight all awnings, canopies and pop-up tents.
 - Maintain their stand in a neat and orderly fashion, including removal of all debris at the end of each Market day.
 - Display signage identifying their farm name, location and product price points. If product originates from a location other than the vendor's farm, product origin information must be displayed.
 - Set up and sell on all Market days for approved locations unless otherwise noted on the application.
 - Contact Market Manager as soon as possible, if an unexpected absence is unavoidable.
 - Report sales, by market, at the end of the market season to the Calvert County Department of Economic Development.

G. Space Management

1. If space limitations exist, first consideration is given to previous season participants, followed by consideration for the date the application was received.

H. Inspections

1. The FMA has the right to conduct on-site inspections of growing operations and will notify the applicant in advance of the inspection.
2. Inspections will be made by no less than 2 members of the FMA.
3. Failure to allow an on-site inspection will result in membership termination.

I. Enforcement

1. All vendors are required to follow the rules and guidelines of the FMA.
2. Offenses will result in a written warning.
3. If a vendor receives three written warnings in a market season, their membership may be terminated. Membership termination means vendors will not be able to set-up or sell at any FMA Market location for the remainder of the season.
4. The Market Manager has the authority to enforce the above-listed rules and guidelines on the day of the Market.
5. Offenses that warrant immediate dismissal are noted in the applicable section of the rules and guidelines.

I, the undersigned, agree to comply and abide by the terms defined in the 2018 Farmers Market Rules and Guidelines.

SIGNATURE: _____

DATE: _____

NAME: _____