

2007 Vendor Guidelines LINA Farmers' Market

Benefits of the market are three-fold:

- A.) Provide consumers with top-quality, fresh Delaware/Maryland/Pennsylvania produce.
- B.) Provide vendors with a prime retail outlet for their products.
- C.) Broaden the service attractions for the Little Italy Neighborhood area.

SEASON OUTLINE FOR MARKET

Market will operate in 2007 over a season that begins May 19th extending through September 29th.

Market will feature vendors who are selling Delaware, Maryland or Pennsylvania grown fruits and vegetables, flowers, herbs, baked goods and craft items made by the vendor.

All vendors must be pre-approved by the LINA Farmers' Market Vendors Association to participate in the market.

Each full season vendor who agrees to take part in the market will be required to pay a **DAILY FEE (\$20). Occasional/seasonal vendors will pay a daily fee of (\$30). All vendors must join the Little Italy Neighborhood Association (\$25 annual fee).**

The market will operate on the “ **PRODUCER** ” rule, meaning that all products offered for sale are produced by the individuals and organizations actually selling at the market, **or** purchased from a Delaware/Maryland/Pennsylvania grower (not a wholesaler/retailer).

All interested vendors should also contact the **Delaware Department of Agriculture Weights and Measures Department** for compliance information regarding packaging if appropriate at 800-282-8685.

All vendors (if not growers) should contact the Department of Revenue, State of Delaware, (302) 739-5251 for a Delaware Business license. All vendors including growers are encouraged to contact their insurance representative about product liability coverage.

DDA requires that vendors report gross (daily) sales to the market manager. Sales will be **recorded by table #**, and **not** by the name of your business (for privacy). Accurate reporting of sales is extremely important for the continued success of the market.

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- 1.) All produce and other food items for sale should be from **Delaware/Maryland/Pennsylvania.**
- 2.) All vendors at the market must, by applying, agree to allow inspection of their operations if given advance notice.
- 3.) The market encourages single crop (herb growers /Master Gardeners) to medium-sized producers. All rules applying to seasonal vendors apply to daily sellers.
- 4.) All vendor fees must be paid to the Market Master.
- 5.) **It's the responsibility of each vendor to secure all required state or county permits, licenses.**
- 6.) The Market Master reserves the right to order any spoiled or off-condition product from sale.
- 7.) Vendors are required to maintain their area (location) in a neat and orderly fashion and are also responsible for cleaning up at the end of each market day.
- 8.) Business / consumer surveys may be conducted throughout the season by the Market Master. Vendors are encouraged to cooperate.
- 9.) **Insurance requirements:**
Vendors are encouraged to have product liability coverage and a business license (crafters & retailers).
- 10.) **Notification of the Market Master:**
Vendors should be considerate of other vendors. In order to facilitate a daily layout of the market, vendors are requested to notify the Market Master in advance on which days they plan to participate, whether they are a full season vendor or an occasional/seasonal vendor. Full season vendors who do not participate for the full season will be suspended from the vendor association for the next season and will have to reapply for acceptance just the same as new vendors. Occasional/seasonal vendors who discontinue participation on their committed dates will not be allowed to return to the market. The Market Master has the authority to grant a day of discontinued participation for emergency situations without penalty of suspension. Vendors are also asked to notify the market master in a timely manner if they **must** discontinue participation for any emergency reason not under their control so that other vendors can be contacted to take their place