

EAST GREENWICH FARMER'S MARKET (EGFM)

Academy Field*, East Greenwich, RI 02818

(*Along Rector Street)

EGFM Market Manager: Tracie Truesdell

Assistant Market Manager: Bil Herron

401-886-9889

401-575-7083

EastGreenwichFarmersMarket@gmail.com

THE EGFM 2011 MARKET SEASON

MONDAYS 3 PM-6PM

First market: 6/20/11

Last market: 10/24/11

Requirements

1. Please provide a PRODUCT LIST with the type of products you plan to produce and sell this season, including the number of acres you currently have in production for each of your crops (use an additional sheet of paper and attach to your application if necessary).
2. Please provide a DESCRIPTIVE PARAGRAPH ABOUT YOUR BUSINESS AND ITS PRODUCTS. This information will be used with the consideration of your application, and may be used for other purposes, such as advertising, etc.
3. Each market participant must have LIABILITY INSURANCE to cover them in order to participate in the EGFM. With this, the Town of East Greenwich (125 Main Street, East Greenwich, RI 02818) must be added as a rider on that insurance.

Please provide a copy of your insurance documentation with your application stating that the Town of East Greenwich has been named as "additionally insured" (or similar verbiage) to your policy.

4. Please review the market rules below and sign the bottom of this application to document your acceptance of these terms and conditions:

A. Operating Rules

1. The market is open rain or shine on Mondays from June 20 - October 24, 2011 during the hours of 3pm- 6pm.
2. Participants may set up at their designated market sites up to two hours, but no less than 30 minutes before the market opens. No products shall be sold before the market opens. The market will not open until all vendors are ready. All participants must

have their market sites dismantled, packed up, and cleaned within one hour of the market closing.

3. All approved members must commit to and practice a regular schedule of attendance. A vendor must give at least **24 hours notice to the Market Manager** if they can't attend a market day.

If a participant determines, on the day of the market, that they cannot attend, they should immediately notify the Market Manager via cell phone: 401-575-7083

Only two excused absences (at the Market Manager's discretion) are allowed for the full market season.

Unexcused absences result in a \$20 fee per absence.

After two unexcused absences in a half season, or four unexcused absences in a full season, the Market Manager reserves the right to drop that participant from the EGFM.

B. Participant and Product Rules

1. IT IS ABSOLUTELY AGAINST THE POLICY OF THE EGFM TO PURCHASE ITEMS AND RESELL THEM AT MARKET. OUR GOAL IS TO BE A "CLASS A" MARKET.
2. Each Participant will be responsible for all equipment and supplies for the setup of a booth (table, tent, scales, bags, signs, etc.). Tables, tents, tablecloths and signs are REQUIRED. Participants who provide samples and/or products which result in waste material (i.e. corncobs, rinds, cups, etc.) at the market shall provide accessible containers for such waste disposal (minimum size: no smaller than an office waste basket).
3. All licenses, sales permits, sales tax information and other requirements for the sale of any item shall be the responsibility of the participant. Each member is responsible for meeting all applicable federal, state, and local laws and regulations that affect local vendors. Members must carry their own insurance to cover them while participating in the EGFM.
4. Participants must identify themselves by posting an easily read sign giving the name of the farm or business (preferably a vinyl sign, approx 10' x8') hung across front of tent).

5. Sales shall be conducted in an orderly business manner. No shouting, hawking, or other objectionable means of soliciting shall be tolerated. All participants shall exhibit courtesy, and cooperation to customers and to other vendors selling at the market.
6. PRICES SHALL BE PLAINLY DISPLAYED TO THE CUSTOMER.
7. The Market Manager, or their assigned designee have the authority to enforce all market rules. Any participant not complying with the rules will be asked to leave immediately. Market fees will not be returned to the participant in this situation.

C. Market Fees

1. Fees are to be paid to The Town of East Greenwich.
2. **50% of season fees are due with your application.** The balance of these fees is due at the first market of your participation, unless otherwise discussed with the Market Manager.

A single tent is 10' x 10'. Two tents is 10' x 20'.

If your application is not accepted, your market fee will be promptly returned to you.

3. Market fees:

Season	Cost	Start date	Finish date
Half (Summer only), 1 tent	\$200	6/20/11	8/15/11
Half (Fall only), 1 tent	\$200	8/22/11	10/24/11
Half (Summer only), 2 tents	\$300	6/20/11	8/15/11
Half (Fall only), 2 tents	\$300	8/22/11	10/24/11
Full season, 1 tent	\$390	6/20/11	10/24/11
Full season, 2 tents	\$580	6/20/11	10/24/11

D. Stall Assignment/Layout

1. Each participant agrees to make his/her stand and products offered for sale as attractive as possible following the market style guidelines, which include: sturdy tent, tablecloths (clean, not ripped), farm name displayed prominently (preferably vinyl signs, hung in front of each tent, approx 10'x8').
2. Participants' stands should be safe and orderly; umbrellas, tarps, tents, signs, etc., should all be securely anchored to prevent movement by the wind. They should not hang over the walkway, which could create a hazard.
3. Participants will be assigned to their market locations by the Market Manager (Note: Not all spots have truck parking available).

E. Miscellaneous

1. This is a very high quality “boutique market.” Our goal is to be a “Class A” market. All products must meet a quality acceptable to the Market Manager.
2. Participants are not to bring pets to the markets (unless prior approval is granted by the Market Manager).
3. The Market Manager (or their designee) has the authority to mediate and enforce the market rules.

APPLICATION
EGFM 2011

Note: Due to the limited number of participant spaces available, not all applications for the 2011 season may be selected to participate. If you submit an application, and you are NOT selected, your fees will be promptly returned to you.

FARM OR BUSINESS NAME:

CONTACT NAME:

ADDRESS:

PHONE NUMBER:

Day: _____ Eve: _____

Cell: _____ Email: _____

CERTIFIED ORGANIC: YES* _____ NO: _____

*If yes, please provide copy of certificate.

NAME(S) OF OTHERS WHO MAY SELL FOR YOU DURING THE SEASON:

Applying for (circle one):

Full Season 1 tent or 2 tents

Half Season 1 tent or 2 tents

I would like to participate in the East Greenwich Farmer's Market (EGFM) 2011 season. I agree to abide by the EGFM rules, cooperate with the Market Manager and/or the East Greenwich Planning Board. I agree to attend all of the markets regardless of weather. I understand that submission of this application does not guarantee my participation in the EGFM 2011 season.

Print name: _____

Signature: _____ Date: _____

Please return the completed application no later than:
April 15, 2011

All applicants will then be notified as to whether or not they have been selected for the market by May 1, 2011.

Deliver to: _____

Tracie Truesdell
EGFM Market Manager
163 Spring St.
Greenwich, RI 02818

Other contact info:

Tracie Truesdell
401-886-9889
401-575-7083 cell
trtruesdell@yahoo.com

A complete 2011 application packet includes:

- Product list, availability and acreage.
- If certified organic, provide a copy of certification certificate.
- Copy of your Retail Sales Permit, and other relevant permits (Health Department, etc.)
- Descriptive paragraph about your operation.
- Proof of insurance.
- 50% market fee.
- Your signature.

Please keep a copy of your application materials for your records. THANKS!