



## Tuesday Watertown Farmers' Market 2022 Vendor Rules and Regulations

### Market Dates, Times and Location:

- The Watertown Farmers' Market will be held every Tuesday, May 3rd through October 25th; with the exception of **August 9** (Riverfest).
- Market is located in the parking lot of Riverside Park, 850 Labaree Street.
- Market hours are from 7 a.m. – noon. Setup begins at 6 a.m.

### Spaces:

Spaces 1 – 30 measure 9' X 16'. Spaces 31-103 measure 9' x 18'.

- There is no limit to the number of stalls vendors can rent. Additional spaces can be reserved any time during the season.

### Vendor Type:

- Homegrown/homemade/handmade
- Commercial Vendor (i.e., Avon, Tastefully Simple or any nonfood product **not** produced by the seller)

### Fees:

#### Homegrown/Homemade/Handmade

(See application for pricing.)

#### Commercial Vendor

Home-based businesses, i.e. Avon or Tastefully Simple, or any nonfood product **not** produced by the seller. (See application for pricing.)

#### Combination Vendors

Vendors selling any combination of the above categories for the market will be charge the Commercial Vendor fee. (See application for pricing.)

#### “Try-It” Fee

Any vendor who has NEVER sold at the Watertown Farmers' Market can take advantage of a one-time “Try-It” fee before committing to either a partial season payment or daily fee payment. The “Try-It” fee is the same as the partial season fee as determined by product sold. This fee must be paid before the market manager will assign a stall. (See application for pricing.)

### Reservations, Payments and Attendance:

- All stalls will be assigned on a first come, first served basis (see Returning Vendors description below for exception).
- Reservations and payments are accepted **Monday - Thursday 9 a.m. – 1 p.m.** at the Main Street office.
- **Reservations must be made by noon the day before the market.**
  - **Any vendor who attends the market without having made prior reservations will be charged the applicable daily fee PLUS a \$5 surcharge per stall.**
  - Payment can be made on or before reserved market date (see New Vendors section below for exception).
- Vendors must occupy their assigned stall(s) by 7:00 a.m. Stalls not occupied by 7:00 a.m. risk being occupied by another vendor.

### Returning Vendors

- Returning vendors who *reserved, paid for and occupied the same stall* for at least 10 market days the previous season, have first right of refusal to stall spaces.
  - This right is forfeited if reservation is received after **Friday, April 1, 2022.**

### **New Vendors**

- Payment of at least one week will be required for new vendors before a stall will be assigned. "New" is defined as any vendor who did not sell at the Watertown Farmers Market the previous year.

### **Notification of Absence:**

It is not the responsibility of the market manager to contact vendors to verify attendance. Therefore, VENDORS MUST notify the market manager if unable to attend the market on a scheduled day. Failure to do so will result in the following penalties:

1. If a PREPAID vendor does not occupy their reserved stall for two market days without notification, either consecutive or non-consecutive, they forfeit their first right of refusal privilege for the following year. A notice will be mailed to vendor stating rule violation.
2. If a DAILY vendor is absent one time without notification, vendor will forfeit their assigned stall for the current year. In addition, vendor forfeits their first right of refusal privilege for the following year. A notice will be mailed to vendor stating rule violation.

### **Refusal of Vendors:**

- The market manager reserves the right to refuse commercial vendors for the market in order to keep a suitable balance between growers/food vendors/crafters and commercial vendors.
- The market manager reserves the right to refuse any grower in order to not saturate the market with like vendors.

### **Product:**

**Sale of Livestock:** No person shall offer for sale, barter, trade or give away live animals at the Watertown Farmers Market.

### **Insurance/Liability:**

- It is **strongly recommended** that each vendor carry personal liability and product liability insurance.
- The Watertown Main Street Program does not carry insurance coverage for individual vendors. All vendors will be held liable for damage caused by their product, equipment, etc.

### **Parking & Vehicle Reservations:**

Vendors must stay within the perimeter of the space assigned. Allowance will be given for product placed in front of assigned stall(s) and for 10 ft. tents, otherwise vendors may not expand into stalls on either side. Vendors who have a ten-foot tent must notify the market manager when reserving their spot. Vendors may also not park their vehicle in a stall not assigned to them, even if the stall appears to be empty.

### **Smoking:**

**Vendors are prohibited from smoking at their stalls and/or on the market premises.**

**No refunds or credits will be given for any reason.**

**Paid dates are non-transferable without prior notice.**

For more information, contact the Watertown Main Street Program office at (920) 342-3623 or email [watertownmainstreet@gmail.com](mailto:watertownmainstreet@gmail.com).