



Eastern Baltimore County Task Force Presents:

Essex Farmers' Market
Essex Park & Ride, 23 Eastern Blvd., Essex, MD
Fridays, June 3 to October 28, 2022, 3:00 to 6:00 p.m., Rain or Shine

Rules & Regulations

1. All farmers/vendors are to clearly display the names of their businesses and location. If vendor sells products NOT produced/grown on their premises, they must clearly display origin.
2. Farmers/vendors are to clearly display prices.
3. All farmers/vendors are required to have a MD State Tax ID and a trader's license if necessary.
4. Farmers/vendors agree to comply with all applicable federal, state and local government laws and regulations and all necessary licenses and permits and **provide documentation of such compliance with application.**
5. We strongly encourage every farmer/vendor to carry insurance for liability protection. Reasonably priced insurance may be purchased [here](#) from a Maryland Farmers' Market Association approved business. **Please provide proof of insurance, preferably including workers' compensation, with application. Home-based businesses and crafters who do not carry insurance must sign and submit with their application the Vendor Release & Indemnification Agreement.** Anyone who fails to provide proof of insurance or sign the Vendor Release & Indemnification Agreement may lose the privilege of selling at the market.
6. The leasing of vendor space does not create a joint venture between the Chamber and the vendor.
7. All farmers/vendors are required to operate their stands in a safe manner. Farmer/vendor tents are required to be properly secured and weighted. Any practices deemed to be unsafe by the market staff must be immediately discontinued.
8. Farmers/vendors should act in an environmentally sound manner. Recyclable/compostable packaging is strongly encouraged. Disposable and one time use packaging is strongly discouraged. Your area must be cleaned of trash and debris prior to leaving each week. A warning will be given to any farmer/vendor leaving trash in their space. Repeat offenses will result in being asked to leave the market for the remainder of the season with no refund.
9. Farmers/vendors agree to cooperate with occasional business surveys.
10. Farmers/vendors and their representatives are expected to conduct themselves in a respectful, safe and courteous manner with all customers, market staff and each other. Any language or behavior that jeopardizes the normal operation of the market will be grounds for termination of the farmer's/vendor's right to sell at the discretion of the market staff. Complaints of any kind should be written or emailed to the market manager.
11. At this time, the number of free giveaway promotions per season will not be limited. However, some giveaway items may be prohibited if deemed detrimental or obstructive to other vendors, and a limit on the number of giveaways may be set for all farmers/vendors if deemed necessary by the market manager. **Prior approval is required.**
12. Electricity is not available onsite.
13. **FEES**
 - a. **Seasonal Rate:** The fee for a 10' X 17' space is \$220 per season (an average of only \$10 per week for 22 weeks).
 - b. **Weekly Rate:** The fee for one 10' X 17' space on a single market day is \$20. This fee is **due at least 48 hours before set-up** at the market. All fees are non-refundable.
 - c. The administrative fee of \$25 will be waived in 2022 for all farmers/vendors who register and pay prior to the May 23 deadline.
 - d. Visa, MasterCard, Discover and American Express are acceptable forms of payment for farmers/vendors.

- e. If paying by check, please make checks payable to: Chesapeake Gateway Chamber of Commerce and write "Farmers' Market Fee" in the memo section. Mail with your application and copies of any necessary licenses, permits, and proof of insurance to:

Chesapeake Gateway Chamber of Commerce
Attn: Essex Farmers' Market
415 Williams Court, Suite 102, Middle River, MD 21220

14. Spaces will be reserved for full season for prepaid farmers/vendors. Any remaining spaces will be filled on a first come, first served basis.
15. Unless purchasing multiple spaces, each farmer/vendor will be assigned a single 10' X 17' space and may not exceed their allocated space.
16. Set-up for the market will begin at 2:00 p.m. and should be completed **no later** than 2:45 p.m. Cars/trucks arriving after 2:45 present a hazard to other farmers/vendors and arriving customers. As a result, no vehicles will be allowed in the central market area after 2:45 p.m. Early sales are at the discretion of each farmer/vendor.
17. Tear down is not to begin before the close of the market at 6:00 p.m. and should be completed in a timely manner (by 6:30).
- 18. Farmers/vendors are required to notify the market manager a minimum of 24 hours in advance of market day if an absence is to occur. There are no refunds for missed weeks.**
19. The market is advertised as being held rain or shine. However, in the case of severe inclement weather, the market manager may move the market to Eastpoint Mall or suspend outdoor operations for that week. No refunds will be issued.
20. The 2022 Essex Farmers' Market will give priority to farmers/vendors in the following order: Seniority, Chesapeake Gateway Chamber members, Baltimore County farmers/vendors, farmers/vendors from elsewhere in Central Maryland. Seniority is forfeited if the vendor drops the market without notice.
21. Approval of participation in the market is dependent on prevalence of items sold in the market and is ultimately decided by the market manager, regardless of priorities.
22. Non-food and non-craft vendors will be considered on a case-by-case basis; no direct selling, MLM or commercial businesses will be admitted.
23. Baltimore County requires farmers' market food vendors which do not have an Annual Food Service Facility permit to have a Farmer's Market Food Service Facility Permit. To complete this permit, they will require a letter from the Chesapeake Gateway Chamber showing that you were accepted. Please contact the Chamber office before going to the Health Department to ask for this letter. They will not process your request without this information.
24. Any instances of outside peddling of products/services, solicitations for money or any other unusual happenings should be reported to the market manager immediately.
25. Re-selling items is only allowed with prior approval of the market manager. However, at least 60% of offered items must be grown/produced/made by the farmer/vendor.
26. The Chesapeake Gateway Chamber may use any photograph, video, or other digital media of the Farmers' Market in any and all print and web-based communications without payment or other consideration to the farmers/vendors.
- 27. Failure to comply with any of the above rules and regulations may result in suspension or expulsion from the market.** No prepaid fees will be refunded in the event of a suspension or expulsion. Each individual violation will be evaluated by the market manager and members of the Eastern Baltimore County Task Force (EBCTF) on a case-by-case basis. Disciplinary action will be decided and made effective by a majority vote of this group.
28. The market manager has absolute discretion to discontinue a vendor's right to sell for the remainder of the single day.
29. The market manager and EBCTF reserve the right to admit or to reject any farmer/vendor for any reasons not prohibited by law.
30. In the event that COVID-19 social distancing is required and/or federal, state or local statutes, rules and/or regulations are still in place, all farmers/vendors shall comply with same as a condition of their participation in the Essex Farmers' Market.
31. Please make a copy of these Rules & Regulations and keep them on file.

I have carefully reviewed the above Rules and Regulations and hereby affirm that I am able to and will comply with these policies if issued a permit to participate in the Essex Farmers' Market.

Signature of Applicant: _____ Date: _____