

Down Island Farmers & Artisans Market

Guidelines

Tisbury Wharf Company at 144 Beach Road, Tisbury, MA is the site for the Down Island Farmer & Artisans Market. Tisbury Wharf views the Market as an opportunity to both support and sustain the efforts of local farmers and artists as they meet the needs of the Martha's Vineyard community for fresh and/or local products. **The Market will be held rain or shine on Tuesdays, beginning June 28th - September 6, 2011 from 9:00 am to 2 pm.** The location and dates have been chosen to complement other local farmers' markets.

Participation

1. Farmers, vendors of farm products and artisans from the counties of Barnstable, Dukes, Plymouth and Bristol are welcome to participate. All non-farm/food items must be designed, created and sold by the artisan or their representative.
2. All farmers and growers will grow their own vegetables, fruits, herbs, flowers, chicken, meats, and/or plants and produce their own wine. Processed and specialty farm products (jams, breads, cider, etc.) can be sold with approval of the Market management and require a health permit from the local Board of Health where the products are processed.
3. With prior approval of the Market Manager, farmers can make cooperative selling arrangements with neighbors or other farmers and growers. If a vendor is selling produce on behalf of another grower, the vendor must have a sign clearly indicating the name and origin of the grower's produce.
4. The Market can accommodate set up between 7:00 am-8:30 am. Vendors are required to be fully set up and occupy their spaces by 8:45 am and to remain until 2 pm and to clean their areas prior to leaving.
5. All items offered for sale will be clearly labeled and priced. Scales used at the Market must carry a current seal from the local weights and measures department or, if selling pre-packed produce, indicate approximate weight.
6. The Market will carry premise liability insurance; though vendors are required to have their own liability policies as well. Depending on the product sold, it may or may not be mandatory for a vendor to have his or her own product-liability policy. This requirement will be addressed on a case-by-case basis.
7. Organic practices are encouraged, and certified organic producers should label their products as such. All farmers are encouraged to discuss their farming practices with customers.
8. The Market Manager can ask that products be removed from stalls by the vendors if products detract from the overall quality of the Market and thereby affect other vendors' sales.
9. The Market Manager is responsible for assuring safety at the Market and enforcing the Market guidelines. The Manager's decisions are final on the day of the Market. Questions or disputes relating to the Market Manager may be brought before the Market Advisory Committee (see below).
10. Farm visits may be requested by the Market Manager with the farm given a 1 week's notice.

Down Island Farmers & Artisans Market Guidelines, *cont.*

Fees

1. The fee for vendors is \$300.00 per 10'x10' space for the 2011 season. This fee helps cover expenses for permits, advertising, liability insurance, manager's salary, and marketing. The fee for electricity, if applicable, is \$25.00 per cord. Both the application and \$150.00 is due April 25, 2011 to reserve space. The second half of the seasonal fee (\$150.00) is due May 25, 2011. Payments in full by April 25, 2011 will give vendors top choice in selecting space at the market.
2. Vendor applications are due by April 25, 2011. The application is a formal request to participate, and vendors will be notified by May 1, 2011 to confirm their status as vendors. All vendors will be acknowledged on advertisements, websites and press releases whenever possible.
3. A vendor may miss up to three Markets, with advance notice of one week to the Market Manager. If a vendor does not show up at a Market and has not given notice, that vendor will lose his/her space for the remaining season. (If extenuating circumstances cause a vendor to miss a Market without giving notice, the Market Manager may give a one-time waiver on this rule.)

Space

1. Vendors will be assigned a space by the Market Manager who will work with vendors to position them in the most suitable location which they will occupy weekly so that repeat customers know where to find them. Final placement decisions will be made by the Manager.
2. Vendors must supply their own canopies, tents, or umbrellas, 10x10 or less. These must be sturdy, weighted* and contribute to a clean and attractive Market appearance. The Market Manager will approve vendors' tent/canopies/umbrellas prior to the first Market. *4 jugs of water, 1 jug for each pole is usually sufficient weight for keeping a tent secure on a windy day.
3. Toilet and hand washing facilities available to Market vendors are located on the porch at the Tisbury Wharf office building. Ask for code from Market Manager.

Oversight

1. The operations of the Market will be overseen by the Market Advisory Committee (hereafter "the Committee"). The Committee will be composed of 4-6 members and will include Market Manager, Market vendors and organizers, including 2 farmers and other members.
2. The Committee will have final authority to make decisions and resolve disputes relating to Market operations.