

CAMDEN FARMERS' MARKET
RULES
Revised 4/18/23

- I. LOCATION AND TIME: The Camden Farmers' Market is located at 116 Washington Street (Rt. 105), Camden, Maine.
 - (a) The Market is officially open every Saturday at 9:00 AM to closing as determined by members from early May through October.
 - (b) Additionally, there is a Wednesday market from 3:30 PM until 6:00 PM in summer, exact dates and times as set by those members vending on that day.
 - (c) Dates, times, and locations may vary slightly from year to year as decided by the membership.

- II. ATTENDANCE:
 - (a) Members are expected to attend all scheduled market days in those markets he/she is a vending member. If unable to attend, they are expected to notify the Market Manager prior to the start of the market and the vendors on either side of their booths. If a vendor is absent three consecutive times, he/she is subject to review by the membership.
 - (b) If members are absent on scheduled market day, they should inform the Market Manager and vendors on either side of their booth.
 - (c) If members expect to be finished before the last scheduled market date, they must notify the market in writing.
 - (d) Members are expected to arrive prior to opening time for the purpose of setting up their displays. Members are expected to stay until close of market on each market day.
 - (e) Members are expected to attend all pre-season business meetings (virtual or in person) on the third Saturdays of January, February, and March, with snow dates on the following Saturdays. An April meeting will be called if there is more business to complete.
 - (f) Members are expected to participate in all market activities, such as Taste of Market.

III. MEMBERSHIP:

(a) A member of the Camden Farmers' Market shall be any production unit that has been accepted into this organization, has paid annual membership fees, and abides by the market by-laws and rules.

(b) There are four types of membership:

Provisional: Accepted first year members who have no voting rights and are required to attend the market on their designated dates.

Full-time: Any provisional member accepted into full membership at beginning of second year, eligible to vote, attends market the entire season.

Part-time: Any provisional member accepted into full membership at beginning of second year, eligible to vote, attends one or two four-week markets, consecutive or for four designated dates.

Seasonal: Any provisional member accepted into full membership at beginning of second year, eligible to vote, attends only for their specialty crop harvest season.

(c) Application for membership is open to all Maine residents, i.e, farmers; local meat, poultry and dairy producers; local fishermen or distributors of Maine seafood products; producers of value-added items such as baked goods and preserves; craftspeople, etc..

(d) All members from the previous season who are in good standing and have attended at least 80% of the season's markets, and who wish to continue in the market, will submit their annual application at the January meeting.

(e) New applications will be reviewed during the February business meeting.

(f) Applications submitted by prospective members shall be voted upon when the following criteria have been met: Sufficient space is available to allow an additional vendor; a review of the current products and seasonal application wait list has been accomplished; and the prospective member has provided a presentation of his/her business. If no space is available, the Secretary will maintain a waiting list.

(g) The application form shall not be changed without membership approval.

(h) New members are provisional until completion of their first market season and voted into full membership prior to the election of officers at the first preseason business meeting of the following year. Provisional members have no voting rights.

(i) One vote per member is allowed.

(j) Simple majority votes carry any motion.

(k) All members are expected to participate as an officer, committee member, or in another duty that constitutes the working structure of the market.

IV. DUES:

- (a) Dues must be paid in full by May 1.
- (b) The total dues will be determined annually by the membership based upon the market's budget needs. Members will be credited \$20 for each pre-season meeting attended whether virtually or in person. The 'meetings attended' tally will be provided by the Secretary to the Treasurer and to each member at the last pre-season meeting in order to determine that member's amount due. A member absolutely unable to attend a meeting may send a representative. There are no exceptions to this rule.
- (c) Dues for part-time membership or for every four markets will be \$60 or as determined by the membership annually.
- (d) Each new application will include a \$5 non-refundable application fee.
- (e) All dues are non-refundable and cover from opening to closing of the Market.

V. LIABILITY INSURANCE AND APPLICABLE STATE LICENSES [LIABILITY INSURANCE; AND APPLICABLE STATE AND LOCAL LICENSES, STATUTES AND REGULATIONS]

- (a) Each vendor must have in effect a policy of general liability insurance in the minimum amount of one million dollars (\$1,000,000) combined single limit covering bodily injury, death or property damage naming the Camden Farmers' Market as additional insureds thereon, in this way: Certificate must either: (a) state the policy has been endorsed to name the Camden Farmers' Market as Additional Insureds or (b) the policy already includes an endorsement, such as a Blanket Additional Insured Endorsement, by which the Camden Farmers' Market is, in fact, automatically made additional insured. A certificate which merely has a box checked under "Addl Insr" will not be acceptable. In addition, the Camden Farmers' Market carries a liability policy.
- (b) All vendors must provide proof of general liability insurance and all needed licenses to the Secretary prior to selling at the market. Until copies of such insurance and licenses have been provided, the member may not set up and sell.
- (c) All vendors must be familiar with and abide by all state and local statutes and regulations including licensing, handling, and presentation of their products, and general conduct.

VI. PRODUCTS

- (a) All products, which include but are not limited to vegetables, fruit, seedlings, herbs, preserves, fresh-cut and dried flowers, meats, poultry, seafood, dairy products, crafts, etc., sold at the Camden Farmers' Market must be grown or made by the vendor with the following exception: Vendors may arrange to sell specific Maine-grown or Maine-made products with prior approval of the majority of the members as long as these products do not exceed 25% of the vendor's gross sales per market day. Vendors will submit their plans to sell "bought-in" products with their applications and must be approved during the winter annual meetings. "Bought-in" goods may not compete against other member-produced goods of the same kind.
- (b) Vendors wishing to bring new items must so state on their annual applications for review by the membership. Those wishing to introduce new products after the beginning of the season must obtain membership approval.
- (c) Crafts may not represent more than 25% of a vendor's product line and should be made from farm-produced or natural Maine materials. Consideration will be given to crafted items made from other materials as part of the vendor's operation. Exceptions to the 25% product line limitation can be made by market membership if craft items offered for sale are made by the vendor and crafted solely from Maine agricultural products grown/raised by the vendor (i.e., wood, wool, beeswax). All craft items must be approved prior to sale by majority of membership.

VII. STALLS One Member-One Membership-One Business

- (a) The number of available spaces will be determined annually by the need of the vendor and discretion of the Market Manager.
- (b) No more than 50% of spaces will be comprised of one type of product.
- (c) Site assignment will be decided by the Market Manager using either mutual agreement, seniority in retaining former spaces, and/or attempting to alternate product displays. A plan of the set-up will be kept by the Market Manager and will be available to all members. Any disputes shall be resolved by members.
- (d) Part-time spaces may be available, space permitting and membership agreeing, for any four-consecutive week period and will be open to any acceptable applicant on a first come-first served basis. The part-time vendor may opt for a second four-week slot if space is available and the membership consents.
- (e) Full-time members have priority over part-time vendors.
- (f) Disputes between members of equal seniority will be resolved by membership majority decision.

- (g) Members are expected to maintain a neat and tasteful display. Each member is required to clean up his/her space at the end of the market day.

VIII. PRESENTATION

- (a) There will be no unsportsmanlike conduct and no hawking of products.
- (b) Vendors must display farm or business names in a prominent manner each market day.
- (c) Vendors will provide some means of posting prices of all products offered for sale.
- (d) All bought-in agricultural products must be labeled as such.
- (e) Processed and prepared food vendors must have an ingredients list visible and available to customers for all products offered for sale that day.

IX. NON-COMPLIANCE

When two or more vendors on any market day believe that the selling practices of another vendor are detrimental to the Market, they may call a special meeting of the membership. A majority of those present at that special meeting may require that the detrimental practices be changed to conform to membership standards. Failure to do so may be cause for immediate dismissal if so voted by a majority of all market members.