



2024 Shelburne Shopping Park Farmers' Market

Rules and Regulations

Welcome to the 2024 Shelburne Shopping Park Farmers' Market. Precourt Investment Company owns the shopping park and is excited to host a market this summer. The Shelburne Shopping Park (SSP) is located in the Shelburne Village, in Vermont. There are shops, restaurants, and a bank with an ATM within the shopping park. There are a couple sections of open lawn at the shopping park that are going to be available for vendors to set up booths to sell their products or provide services to customers on the assigned Saturdays.

Timeframe

- ❖ The SSP Farmers' Market will run every Saturday, rain or shine, from May 18th to October 12th. The market starts at 9am and ends at 2pm.
- ❖ We will be accepting Vendor applications throughout the summer until September.
- ❖ Vendors may begin setting up Saturdays at 7:30am and must have booths and materials put away and all trash, compost and recycling picked up and off the lawns by 4:30pm.

Vendors

- ❖ Any business can apply to be a vendor; however, the market will be focusing on local business with vendor grown or made goods and local services.
- ❖ All businesses looking to be potential vendors must be licensed with a valid EIN or Vermont State Tax ID number.
- ❖ Vendors will be able to reserve a location for their booth each week for \$40.
- ❖ Vendors looking to set up a booth must submit a one time application through the Precourt Investment Company [website link](https://www.precourtcompany.net/sspfarmersmarket).
- ❖ There is a \$20 nonrefundable application fee, payable via credit card, debit card, Venmo, or checks made out to Precourt Investment Company.

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- ❖ Precourt Investment Company has the final decision for which vendors get approval. Businesses get accepted as vendors.
- ❖ All products or services vendors would like to sell or provide must be listed on the application.
- ❖ Once your application is accepted, you will be notified via email with a link to our website to select the location for your booth each week.

Logistics

Vendor Space

- ❖ Vendors will be given the option to reserve a 10'x10' space with the option to reserve up to 3 spaces total per vendor.
- ❖ There will be 40-50, 10'x10' vendor locations available each Saturday at the Shelburne Shopping Park. (If there is a lot of interest in locations we will try to add more locations in the Shopping Park)
- ❖ It is recommended, but not required, for food vendors to be located in the food section (near the picnic tables). Vendor locations will go on a first come, first serve basis for spots on the map.
- ❖ Vendors must ensure their space does not exceed the 10'x10' area or areas they have reserved for each Saturday Market. Vendors must also ensure they are in their correct location. Failure to do so could result in that vendor being asked to leave the farmers' market for that day.
- ❖ Vendors may, but are not required, to bring their own canopy, tables, chairs and signs as they will not be provided. All items vendors bring must be securely weighted down to prevent injury to people in the shopping park and all items must remain within the 10'x10' area the vendor has reserved. No items can be placed in any walkway, street or parking lot.

Weekly Registration

- ❖ Accepted vendors will be able to reserve locations on the website each Monday at 8am till Friday at noon for the Farmers' Market on the corresponding Saturday.

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- ❖ Payments must be made via credit card, debit card, or venmo on the website to reserve your location for the Saturday Farmers' Market.
- ❖ Our online map will display the locations that are available and ones that have been reserved each week.
- ❖ Location reservations are first come, first serve. It is recommended to reserve your spot earlier on in the week because additional spots will not be accommodated once all locations are full for that week.
- ❖ The \$40 reservation fee is nonrefundable; it is the vendor's responsibility to show up and work their booth in their reserved space once you register for that week.

Rules and Regulations

Respecting the Public

- ❖ All Vendors must treat everyone at the Shelburne Shopping Park with respect.
- ❖ Signs must be appropriate. If a vendor displays any offensive or vulgar signs, flags, or symbols that vendor will be asked to leave the farmers' market and will be permanently banned from the Shelburne Shopping Park Farmers' Market.
- ❖ No parking or driving on the lawns. Vendors may only park in designated parking areas. There is plenty of parking at the shopping park so finding a spot will not be difficult.

Environmentally Friendly

- ❖ Keeping the Vermont environment clean is everyone's responsibility, please keep the shopping park clean.
- ❖ Vendors are expected to treat the land with respect. Vendors must take all trash, compost and recycling with them at the end of each market. Anything vendors bring into the shopping park, they must take with them when they leave.
- ❖ If there is litter generated during the market please pick it up, regardless of how it got there.
- ❖ Each vendor must provide adequate trash, recycling and compost bins at their booth for the amount of waste and recycling their booth generates. No overflowing bins allowed.
- ❖ Vendors may not use any surrounding shops' or restaurants' dumpsters.

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- ❖ Vendors using cooking or heating equipment must have the proper physical safety obstruction between the equipment to prevent injury to the public and other vendors.
- ❖ There will not be any electrical outlets available to vendors, and extension cords are not allowed.
- ❖ Vendors are not allowed to use any generators that run on fossil fuels.

State and Federal Regulations/Requirements

- ❖ All businesses looking to be potential vendors must have a Vermont State Tax ID number or EIN.
- ❖ It is recommended that vendors have liability insurance. Precourt Investment Company's insurance will not cover any vendors.
- ❖ Vendors must follow all state and local laws.
- ❖ Vendors must follow all the rules and regulations of the State of Vermont and the Town of Shelburne regarding the products they are selling or services they are providing.
- ❖ Any vendor using scales must use certified legal-for-trade scales if selling by the pound or ounce.
- ❖ Vendors must have the correct licenses as well as properly displaying those licenses at their booth if required to do so. Please check the https://agriculture.vermont.gov/sites/agriculture/files/Farmers%20Market%20Regulation%20Overview_UPDATED.pdf to review the license requirements.
- ❖ All vendors will be required to sign a Hold Harmless Provision before their first time attending the market.
- ❖ Only vendors, family members or employees of the vendor may work and operate the booths. These people must also comply with the rules and regulations of the SSP farmers' market.
- ❖ Vendors are not allowed to play any pre-recorded or amplified music or messages. Live music is allowed as long as it does not prevent other vendors from conducting business. (No loud/distracting music)
- ❖ Vendors may not bring any pets or animals to the Shelburne Shopping Park Farmers' Market. This does not apply to registered service animals.

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Precourt Investment Company's Rights

- ❖ All products or services vendors intend to sell or provide must be listed on the application. If there is a product or service you wish to sell or provide that you did not initially list, it must be approved by Precourt Investment Company before it can be displayed at your booth. Precourt Investment Company reserves the right to ask vendors to remove products or services in violation of this. Repeated violation of this may result in the vendor being permanently banned from the Shelburne Shopping Park Farmer's Market.
- ❖ Vendors may not consume alcohol, smoke, or use drugs at the Shelburne Shopping Park Farmers' Market. Violation of this will result in the vendor being asked to leave the farmers' market and being permanently banned from the farmers' market. The Shelburne Police will also be informed of any illegal activity at the Farmers' Market.
- ❖ If a vendor violates any of these rules and regulations they will be asked to leave the farmers' market immediately. Depending on the severity of the violation, the vendor may be permanently banned from the Shelburne Shopping Park Farmers' Market. Please treat everyone and everything in the Shopping Park with respect. Precourt Investment Company reserves the right at any time to dismiss and ban any vendor violating these rules and regulations without warning.
- ❖ If a vendor experiences any type of harassment, or discriminatory conduct by another vendor or by anyone at the Shopping Park, immediately report it to Precourt Investment Company. All reports will be thoroughly investigated and law enforcement will be contacted if necessary. Anyone at the shopping park that is harassing or engaging in discriminatory conduct will be issued a no trespassing order for the Shelburne Shopping Park from the Shelburne Police, further legal action may occur.

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