



North Andover Farmers Market  
PO Box 552  
North Andover, MA 01845

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## 2020 Rules and Regulations

**Dates:** Sunday, June 14<sup>th</sup> - Sunday, October 4<sup>th</sup> (rain or shine unless notified otherwise)

**Hours:** 10:00 am – 2:00 pm.

**Location:** The intersection of First Street & Main Street in North Andover, MA

All persons desiring to sell items at the North Andover Farmers Market (hereinafter, “the NAFM”) must submit a completed 2020 North Andover Farmers Market vendor application on the form approved by the NAFM and agree to abide by the following rules and regulations. All applications and fees must be submitted by March 1, 2020. All required permits and proof of insurance must be submitted by April 30, 2020.

1. NAFM will provide 10x10’ and 10x20’ tents, trash receptacles for public use, and state and locally certified handwashing stations. Persons approved to sell at the NAFM (hereinafter “Vendors”) must use tents provided by NAFM, and must supply their own tables, chairs, and other equipment needed to operate their booth.
2. Set-up at the NAFM will begin no earlier than 8:00 am. Vendors must be set up by 9:45 am and selling at the NAFM will begin no earlier than 10:00 am. Vendors are required to stay fully set-up until 2:00 pm, even if they have sold out of their products.
3. Vendors are required to attend every week to which they have committed. Vendors must notify the NAFM Manager 48 hours in advance of Market start time if they are not able to attend a market to which they have committed. More than one unexcused absence may result in the forfeiture of space without refund.
4. Each Vendor will be assigned a designated area in which to set up and conduct sales. The assignment of the designated area will be made by an authorized agent of the NAFM. While we strive for consistency and to meet the needs of our Vendors, we cannot guarantee the same space each week.
5. Vendors must keep the vicinity in and around their designated selling area clean at all times, remove all refuse and unsold items at the end of each Market day, and leave their area “broom clean.” The NAFM provides trash receptacles for public use. Vendors must provide receptacles for trash generated within their booth and must take their trash with them at the end of each market.
6. Vendors are required to comply with all federal, state and/or local laws and regulations, including those of the North Andover Board of Health. If you have any questions concerning local permitting requirements, please contact the North Andover Health Department at 978-688-9540.

7. All Vendors selling prepared foods are required to complete a North Andover Board of Health Farmers Market Registration. This form can be found here:  
[http://www.townofnorthandover.com/pages/nandoverma\\_health/TempFoodApplication.pdf](http://www.townofnorthandover.com/pages/nandoverma_health/TempFoodApplication.pdf)
8. Only products certified by the Northeast Organic Farmers' Association (NOFA) as organic may be labeled "organic."
9. Scales used at the NAFM must have been inspected and sealed by a duly appointed Sealer of Weights and Measures within the preceding 12 months.
10. Prices for all items for sale shall be posted clearly on a sign. No item shall be sold unless the price of the item is clearly displayed.
11. No Vendor shall drink alcohol or possess or use any controlled substance while at the NAFM. Absolutely NO smoking is allowed within 25 feet of the NAFM.
12. Solicitation and the distribution of materials from any group, organization, or political committee are prohibited without prior approval from the NAFM.
13. Vendors must be courteous to other Vendors and to the public at all times. Vendors and their employees must maintain a neat and clean personal appearance at all times.
14. The NAFM does not keep money to make change on site. Vendors need to bring the appropriate amount of change they need to conduct business.
15. Vendors are not allowed to have an open flame without prior written approval of the NAFM.
16. Any material failure to abide by the terms of these Rules and Regulations shall be sufficient grounds to expel a Vendor from participating in the NAFM, without refund.