

# Salem NH Farmers Market - Application Checklist

To complete your application to the 2020 Summer Salem NH Farmers Market, the following documents are required by **March 31<sup>st</sup>, 2020:**

\_\_\_\_\_ **Completed Vendor Application**

\_\_\_\_\_ **Signed Rules and Regulation Page**

\_\_\_\_\_ **Payment:** enclose a check for full season or total amount for specific dates requested for partial season payable to **Salem NH Farmers Market** (see application for amounts).

\_\_\_\_\_ **Dates of Attendance (needed if partial season):** If attending the market only on specific dates (not full season), then you need to indicate the dates you plan upon attending. Space is limited and available on a first come, first served basis.

\_\_\_\_\_ **Copy of your Certificate of Liability Insurance:** Certificate Holder is: Salem NH Farmers Market, PO Box 213, Salem, NH 03079. Salem NH Farmer's Market and Salem Market Place need to be named as additional insured. Any questions regarding vendor liability insurance, contact your insurance agent or our market insurer: Foy Insurance Group (Our contact is – Amanda Emery at 603-898-6320 or; [Amanda.emery@foyinsurance.com](mailto:Amanda.emery@foyinsurance.com)).

**Applications are not considered complete until all the necessary documents and checks are received by the Salem NH Farmers Market.**

**Send to:** Salem NH Farmers Market  
PO Box 213  
Salem, NH 03079  
Attention: Market Applications

Any questions call Tom Paulinca – Vendor representative at 603-479-1003 or e-mail at [tom.paulinca@salemnhfarmersmarket.org](mailto:tom.paulinca@salemnhfarmersmarket.org)





## *Rules and Regulations: Summer Session 2020*

- 1 - The Market will be held at The Salem Market Place, 224 North Broadway (Rt.28), Salem, NH 03079. It is open from May 3<sup>rd</sup> through October 25<sup>th</sup>, 2020. The time of the market is 10:00AM to 2PM each Sunday. Please arrive no later than 9:30AM to set up ready to sell by 9:45AM. If you 'sell out', you must remain till the 2PM closing - NO EARLY BREAK DOWNS. All booths must be broom clean prior to leaving.
- 2 - All products offered for sale must be locally grown or produced by the vendor. Purchased products may not be offered for sale. We are a 'Producer Only' market.
- 3 - It is the vendor's responsibility to provide copies of all applicable licenses, permits, certificates – including town health regulations.
- 4 - Vendors must have their scales certified and sealed by an official City or State Sealer of Weights and Measures.
- 5 - All vendors must carry general liability insurance in the amount of \$1,000,000 per occurrence and \$2,000,000 General Aggregate. Salem NH Farmers Market and Salem Market Place need to be named as additional insured. All vendors are required to maintain all applicable insurances, including necessary workman's compensation and to assume responsibility for any and all liabilities.
- 6 - All canopies must be **securely** weighted down with a minimum of 20 pounds of weight on each leg (80 lbs. total), or will be asked to be taken down, no exceptions.
- 7- Absolutely no smoking in the Market. Please be considerate of other vendors and customers. Consumption of alcoholic beverages will not be tolerated and you will be asked to leave the Market.
- 8- Solicitation and distribution of pamphlets from any group, organization, or political committee is prohibited without prior approval from the market manager.
- 9- Any violation of these rules shall subject the violator to denial of further participation in the Salem NH Farmers Market.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_