

Salem NH Farmers Market - Winter 2025

Application Checklist

The following documents are required to complete your application. Photos of and applications printed on two sides will not be accepted. Only a complete application containing all of the following will be accepted.

- _____ **Completed Vendor Application**
- _____ **Copy of your Certificate of Liability Insurance**
- _____ **Copy of your Commercial Food License**
- _____ **Full Payment for subscription chosen, made payable to –
Salem NH Farmers Market (New vendors can submit their
payment once approved to the market.)**

Insurance Description - Certificate Holder: Salem NH Farmers Market, PO Box 213, Salem, NH 03079 In the DESCRIPTION/LOCATION BOX it needs to read: Salem NH Farmer's Market, Salem NH School District, and Mary Fisk School are named additional insured.

Any questions regarding vendor liability insurance, contact your insurance agent or our market insurer: Foy Insurance Group (Our contact is – Jessica Lak at 603-898-6320 or jessicalak@worldinsurance.com)

The winter application will not be considered until all necessary documents are received and completed by October 21, 2025.

Mail to - Salem NH Farmers Market
PO Box 213
Salem, NH 03079
Attention: Market Applications

Email to - plinc@comcast.net or tom.paulinca@SalemNHFarmersMarket.org

Any questions contact Tom Paulinca –Director at 603-479-1003, cell or text, preferred e-mail - plinc@comcast.net

Salem NH Farmers Market Application - Winter 2025

Business Name:					
*Payee Name:					
Vendor Name					
On Site Contact:	Birthday Month				
E-Mail Address:					
Business Phone:					
Cell Phone:					
Mailing Address:					
City:		State:		Zip Code:	
Website:					
Facebook:					
Instagram					
Emergency Contact Info:	Name: _____ Phone number: _____				

**This is the name that your vendor token payment checks will be made out to. This could be your personal name or your business name.*

Please accurately list all items/goods/commodities that you will be bringing to the market. All items will be reviewed for duplication, creating sustainability for every vendor. **Non-listed products must have market approval prior to presentation at the market.**

If any part of the of the preparation, processing, or finished food product is not produced by you, please list which products and/or parts of your product are purchased along with the name with location of any secondary processor or co-packer.

Market Subscriptions

All booth spaces = frontage - 7'-6" x depth - 8'-0"

Please indicate how many spaces you require: 1 booth _____ 2 booths _____ 3 booths _____

Full Season Members - Every consecutive week - Single Booth Price: \$600.00

Are you applying as a Full Time Vendor? ☐ Yes ☐ No

Partial Season - Every other consecutive week - Single Booth Price: \$360.00

11/2 start includes: 11/2, 11/16, 12/7, 12/21, 1/11, 1/25, 2/8, 2/22, 3/8, 3/22, 4/5, 4/19

11/9 start includes: 11/9, 11/23, 12/14, 1/4, 1/18, 2/1, 2/15, 3/1, 3/15, 3/29, 4/12, 4/26

Partial Season - Start Date: 11/2 _____ or 11/9 _____

Monthly - Every 4th consecutive week - Single Booth Price: \$210.00

11/2 start includes: 11/2, 12/7, 1/4, 2/1, 3/1, 4/5

11/9 start includes: 11/9, 12/14, 1/11, 2/8, 3/8, 4/12

11/16 start includes: 11/16, 12/21, 1/18, 2/15, 3/15, 4/19

11/23 start includes: 11/23, 1/25, 2/22, 3/22, 3/29, 4/26

Monthly - Start Date: Indicate your 1st + 2nd choices

11/2 _____ 11/9 _____ 11/16 _____ 11/23 _____

Partial Season and Monthly booth spaces are limited. They will be assigned by the SNHFM recognizing product variety and first received.

Market Absences

If a vendor reserves a date but cannot attend, 48 hours notice is required. If illness or an emergency is the cause, please notify the Market by email, text, or phone as soon as possible. Three un-notified absences can terminate your acceptance from the market. If terminated, any remaining fees will not be returned.

Market Absences: Initial: _____

Salem NH Farmers Market Rules and Regulations Winter 2025

1- The Winter Market is open from November 3, 2025, through April 26, 2026. The time of the market is 10:00AM to 1PM each Sunday. Please arrive no later than **9:00AM** to allow for set up, ready to sell, by the 10:00AM market's opening. No sales prior to the 10:00 o'clock opening. All vehicles must park in the designated vendor parking area by 9:45AM. **Arrival after 9:45 AM, set up will not be permitted.** If you sell out, you must remain setup until the 1PM closing. NO EARLY BREAK DOWNS-All booths must be broom clean prior to leaving. **Soliciting for tips is not allowed.**

2- All products offered for sale must be locally grown, produced, or if food related, made entirety, by the vendor. Products not grown locally will be considered based on the ability to be produced in New Hampshire and/or by consumer request. 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.

4- Vendors must have their scales certified and sealed by an official NH State Sealer of NH 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. All vendors are required to maintain all applicable insurances, including necessary workman's compensation and to assume responsibility for any and all liabilities.

6- Smoking is not permitted within the Market. Consumption of alcoholic beverages will not be permitted, and you will be asked to permanently leave the Market.

7- Solicitation and distribution of pamphlets from any group, organization, or political committee is prohibited without prior approval from the market manager.

8- Sampling is allowed as described by the Salem Health Department.

9- When staffing your booth please be considerate of others when bringing children.

Violation of these rules shall subject the violator to denial from further participation in the Salem NH Farmers Market.

Signature _____ **Date** _____

Vendor Sampling

If you plan upon sampling your product, please list those products and whether served cold or hot. If hot, the method you will use to keep hot, i.e. - steam tray, etc.

Weather Cancellations – Winter 2025

Snowfall of 6+ inches, starting the day before and continuing into the market day.

Blowing snow causing whiteout conditions the day of the market.

Icing conditions projected, impacting market day travel.

Notice of Cancellation will be sent by email to all vendors the Friday before the market, when possible, no later than 4PM. Market fees are non refundable when cancelation is due to weather-related conditions.

Vendor Acknowledgment

Salem NH Farmers Market - Winter 2025

I hereby attest that I have read, and will abide by, the Salem NH Farmers Market Policies & Procedures Guide.

Participant's Name: _____

Participant's Signature: _____

Date: _____

You will be notified once your application has been approved. We look forward to your membership in the Salem NH Summer Farmers Market!