



Village Preservation Foundation, Inc.
Williamsville FARMERS' MARKET
RULES AND REGULATIONS

1. All products sold by vendors must be grown or produced by the vendor to whom space has been assigned. All products must be grown or otherwise produced on the property listed above or in attached descriptions of properties which are owned or leased. Exceptions made ONLY with Board Approval
2. Vendor agrees to abide by these Rules and Regulations and understands that violations may result in suspension or cancellation of Vendor's privilege to sell at the market.
3. Vendors are required to complete the enclosed "Vendor Product Plan" for participation in the market. All products sold at the market must be listed on this plan. Vendor Product Plan requires listing all crops grown by Vendor with acreage information. Vendor agrees that Market Administration may verify the information provided. Crop plan will also be used for participants in the Farmers' Market Nutrition Program (FMNP coupon program).
4. Vendors may begin setup at 6:30 AM and **must be in place and ready to sell by 7:45 AM**. Market Administration may, in their discretion, refuse to allow any Vendor arriving after 7:45 to setup. In this event, no refund will be given to the Vendor.
5. Vendor will set up and remain at and within their designated market space during the operating hours of the market. All stands are to be set up with display tables and all display is subject to Market Administration's approval. Vendors are allowed to put up temporary canopies, subject to approval by Market Administration. Sales will be conducted in orderly manner. No hawking or other objectionable means of soliciting business will be permitted.
6. Vendors are expected to treat customers in a courteous manner. No discrimination is permitted.
7. Vendor agrees to keep Vendor's stand and products as attractive as possible. Vendor will keep Vendor's market space free from refuse during market hours.
8. Vendor will be responsible for all equipment and supplies for the setup of Vendor's space. Displays must not block customer walk ways nor pose any other hazard to customers or other Vendors. **All tents must be adequately weighted to prevent them from blowing around.**
9. Products which can be sold include but are not limited to: fresh picked fruits, vegetables, flowers, plants, cheese, eggs, honey, jams, wines, and preserves. All products offered for sale to be of good quality and condition. The Market Administration has the right to direct that inferior products be removed from display. No manufactured products may be sold without the approval of Market Administration.
10. Each Vendor shall have a sign showing Vendor's name and address. All products must be clearly labeled and priced. If you participate in the W.I.C. program or are a "Pride of NY" producer please post your sign.
11. All Vendors agree to abide by fair business practices. No extreme price cutting will be permitted.
12. Pets must be leashed or in cages, under control and kept away from food.
13. Smoking is not permitted within the Vendor's market selling space.

14. No Hawking or foul language is permitted at the market.
15. No radios, televisions, electronic media or amplified music are permitted except as provided by the market itself.
16. The Market Season's day and hours of operation are:

Saturdays May 16, 2020 – October 31, 2020
8:00 AM to 1:00 PM

17. Grievance Procedures – The Market Administrator or designee are responsible for the operations of the Market. Problems arising relating to the Market will be initially resolved or handled by the Market Administrator or designee. In the event a Vendor takes issue with the decision of the Market Administrator, that decision will remain in effect pending completion of the following Grievance Procedure:

- Vendor Complaints must be addressed in writing to the Market Administrator. A \$25.00 deposit as a show of good faith must accompany all complaints. Said deposit will be returned if the final decision is in favor of the Vendor.
- The Market Administrator will review the Grievance with the Market Manager and the complaining Vendor. If agreement is reached, the matter will be considered settled and Vendor's \$25.00 deposit will be refunded.
- If agreement is not reached, the Market Administrator will present the written Complaint and the Market Administrator's report on the matter to the Farmers' Market Steering Committee.
- The Farmers' Market Steering Committee will investigate the complaint and make a recommendation to the Board of the VPF which will render a decision. The decision of the VPF Board will be final.

Vendor has read and agrees to comply with the Rules and Regulations as set forth above and as modified from time to time by the VPF.

Vendor Signature

Market Administrator Signature