

Francestown Community Market Guidelines

Mission: To provide a venue for local farmers, gardeners, bakers, and artisans to showcase and sell their garden/farm/baked and handcrafted products to the public.

Policies and Procedures:

1. The Francestown Recreation Commission shall oversee all operations of the Community Market, weekly operations will be run by the market manager.
2. The market will run from 4-6:30pm May-September and 4-6pm the month of October in the horse sheds & lawn area of the town hall. Dates of start and end to be determined by the Francestown Recreation Commission and the Francestown Selectboard. If there is an event to be held at the Town Hall that will conflict with above listed hours, the Francestown Recreation Commission will amend hours or location to accommodate and notify all vendors as soon as possible.
3. All goods sold must be made, grown, or raised locally.
4. To set up as a vendor, the interested party must be approved by the Francestown Market manager and the Francestown Recreation Commission. Applications will be reviewed and potential vendors will be contacted as soon as possible on the status of their application for the upcoming season.
5. Once approved all vendors will be assigned a space at the market. There will be signs at the sheds indicating vendor setup locations.
6. If an approved vendor would like to add a product to their offering after the start of the market season, they must first contact the market manager to receive approval to sell that item at the market. In an effort to keep the market as diverse as possible, the market tries to avoid product duplication as we are a small market.
7. The market is not a place for political or religious promotion.
8. Vendors will provide their own tables, chairs, display items, as well as tents & weights if required. We open rain or shine!
9. Vendors must let the market manager know if they will not be attending the market at least **24 hours** in advance so we are able to utilize all vendor spaces each week. If a vendor does not notify us that they will not be attending or does not attend for 2 or more weeks, the designated vendor space shall be forfeited to utilized by another vendor.
10. In order to provide substantial customer **parking** vendors will park their vehicles up on Main Street or behind the Town Offices but not anywhere near the town hall once you have unloaded at the market.
11. If there is an issue, concern, or suggestion that you would like to address please contact the market manager either by private messenger, text, or via email at francestowncommunitymarket@gmail.com
12. If you are a food vendor it is recommended that you have liability insurance of at least \$1M to cover any issues that may come up regarding your food products.

Thank you so much for being part of the Francestown Community Market!