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**Eastern Baltimore County Task Force Presents:**

Essex Farmers’ Market

Parking Lot at SE Corner of S. Taylor & Maryland Avenues, Essex, MD 21221

Fridays, June 4, 2021 to October 29, 2021, 3:00 to 6:00 p.m., Rain or Shine

**Rules & Regulations**

1. All farmers/vendors are to clearly display the names of their businesses and location. If vendor sells products NOT produced/grown on their premises, they must clearly display origin.
2. Farmers/vendors are to clearly display prices.
3. All farmers/vendors are required to have a MD State Tax ID and a trader’s license if necessary.
4. Farmers/vendors agree to comply with all applicable federal, state and local government laws and regulations and all necessary licenses and permits, and **provide documentation of such compliance with application.**
5. We strongly encourage every farmer/vendor to carry insurance for liability protection. Reasonably priced insurance may be purchased [**here**](https://www.campbellriskmanagement.com/for-vendors/) from a Maryland Farmers’ Market Association approved business. **Please provide proof of insurance, preferably including workers’ compensation, with application. Home-based businesses and crafters who do not carry insurance must sign and submit with their application the Vendor Release & Indemnification Agreement.** Anyone who fails to provide proof of insurance or sign the Vendor Release & Indemnification Agreement may lose the privilege of selling at the market.
6. The leasing of vendor space does not create a joint venture between the Chamber and the vendor.
7. All farmers/vendors are required to operate their stands in a safe manner. Farmer/vendor tents are required to be properly secured and weighted. Any practices deemed to be unsafe by the market staff must be immediately discontinued.
8. Farmers/vendors should act in an environmentally sound manner. Recyclable/compostable packaging is strongly encouraged. Disposable and one-time use packaging is strongly discouraged. Your area must be cleaned of trash and debris prior to leaving each week. A warning will be given to any farmer/vendor leaving trash in their space. Repeat offenses will result in being asked to leave the market for the remainder of the season with no refund.
9. Farmers/vendors agree to cooperate with occasional business surveys.
10. Farmers/vendors and their representatives are expected to conduct themselves in a respectful, safe and courteous manner with all customers, market staff and each other. Any language or behavior that jeopardizes the normal operation of the market will be grounds for termination of the farmer’s/vendor’s right to sell at the discretion of the market staff. Complaints of any kind should be written or emailed to the market manager.
11. At this time, the number of free giveaway promotions per season will not be limited. However, some giveaway items may be prohibited if deemed detrimental or obstructive to other vendors, and a limit on the number of giveaways may be set for all farmers/vendors if deemed necessary by the market manager. **Prior approval is required**.
12. Electricity is not available onsite.
13. **FEES**
    1. **Seasonal Rate:** The fee for a 10’ X 17’ space is $200 per season (an average of only $10 per week for 20 weeks), which **must be received on or before May 21, 2021**.
    2. **Fall Rate:** The fee for a 10’ X 17’ space is $100 and includes Fridays from date registration is received through October 29.
    3. **Drop-in Rate:** The fee for one 10’ X 17’ space on a single market day is $20. This fee is **due 24 hours before set-up** at the market. All fees are non-refundable.
    4. The administrative fee of $25 will be waived in 2021 for all farmers/vendors.
    5. Visa, MasterCard, Discover and American Express are acceptable forms of payment for farmers/vendors.
    6. If paying by check, please make checks payable to: Chesapeake Gateway Chamber of Commerce and write “Farmers’ Market Fee” in the memo section. Deliver/mail with your application and copies of any necessary licenses, permits, and proof of insurance to:

Chesapeake Gateway Chamber of Commerce

Attn: Essex Farmers’ Market

405 Williams Court, Suite 108, Middle River, MD 21220

1. Spaces will be reserved for full season, prepaid farmers/vendors. Any remaining spaces will be filled based on when registration is received.
2. Unless purchasing multiple spaces, each farmer/vendor will be assigned a single 10’ X 17’ space and may not exceed their allocated space.
3. Set-up for the market will begin at 2:00 p.m. and should be completed ***no later*** than 2:45 p.m. Cars/trucks arriving after 2:45 present a hazard to other farmers/vendors and arriving customers. As a result, no vehicles will be allowed in the central market area after 2:45 p.m. No early sales prior to the opening of the market at 3:00 p.m.
4. Tear down is not to begin before the close of the market at 6:00 p.m. and should be completed in a timely manner (by 6:30).
5. **Farmers/vendors are required to notify the market manager a minimum of 24 hours in advance of market day if an absence is to occur. There are no refunds for missed weeks.**
6. The market is advertised as being held rain or shine, and this market has the unique benefit of moving indoors in severe weather conditions. The inclement weather policy is as follows:

The Essex Farmers’ Market is a rain or shine market, with a few exceptions.  Organizers have made a commitment to customers to be open on the days and hours published, and vendors have worked many long hours to be there for their customers. It is hoped that customers will reciprocate by coming prepared with their raincoats and umbrellas to shop and enjoy the market!  
If thunderstorms, tornado warning/watch, flood warning/watch, or severe and consistent rain occurs **prior to the opening of the market** and there is reason to believe the threat will persist through most of the market hours, the market may be moved inside Eastpoint Mall, 7760 Eastpoint Mall, Baltimore, MD 21224. From 501 Eastern Blvd., travel 2.3 miles west on Eastern Blvd. Enter the mall next to the Crafty Crab Restaurant. If the market is being moved, the market manager will try to notify all vendors by email or phone by 12:00 noon on that market Friday.

If severe weather conditions develop **after the market has opened**, customers, vendors and volunteers are expected to move to a safe place until the weather has passed.  In most cases, the safest place will be in their vehicles. Once the weather has passed, a determination will be made about resuming normal market operations for the remainder of the market day.  
In all cases, if the market was to move or be delayed, a notification would be posted on the Chamber’s website ([www.chesapeakechamber.org](http://www.chesapeakechamber.org/)) and Facebook page (<https://www.facebook.com/ChesapeakeGatewayChamber>).

1. The 2022 Essex Farmers’ Market will give priority to farmers/vendors in the following order: Seniority, Chesapeake Gateway Chamber members, Baltimore County farmers/vendors, farmers/vendors from elsewhere in Central Maryland. Seniority is forfeited if the vendor drops the market without notice.
2. Approval of participation in the market is dependent on prevalence of items sold in the market and is ultimately decided by the market manager, regardless of priorities.
3. Non-food and non-craft vendors will be considered on a case-by-case basis; no direct selling, MLM or commercial businesses will be admitted.
4. Baltimore County requires farmers’ market food vendors which do not have an Annual Food Service Facility permit to have a Farmer’s Market Food Service Facility Permit. To complete this permit, they will require a letter from the Chesapeake Gateway Chamber showing that you were accepted. Please contact the Chamber office before going to the Health Department to ask for this letter. They will not process your request without this information.
5. Any instances of outside peddling of products/services, solicitations for money or any other unusual happenings should be reported to the market manager immediately.
6. Re-selling items is only allowed with prior approval of the market manager. However, at least 60% of offered items must be grown/produced/made by the farmer/vendor.
7. The Chesapeake Gateway Chamber may use any photograph, video, or other digital media of the Farmers’ Market in any and all print and web-based communications without payment or other consideration to the farmers/vendors.
8. **Failure to comply with any of the above rules and regulations may result in suspension or expulsion from the market.** No prepaid fees will be refunded in the event of a suspension or expulsion. Each individual violation will be evaluated by the market manager and members of the Eastern Baltimore County Task Force (EBCTF) on a case-by-case basis. Disciplinary action will be decided and made effective by a majority vote of this group.
9. The market manager has absolute discretion to discontinue a vendor’s right to sell for the remainder of the single day.
10. The market manager and EBCTF reserve the right to admit or to reject any farmer/vendor for any reasons not prohibited by law.
11. In the event that COVID-19 social distancing is required and/or federal, state or local statutes, rules and/or regulations are still in place, all farmers/vendors shall comply with same as a condition of their participation in the Essex Farmers’ Market.
12. Please make a copy of these Rules & Regulations and keep them on file.

I have carefully reviewed the above Rules and Regulations and hereby affirm that I am able to and will comply with these policies if issued a permit to participate in the Essex Farmers’ Market.

Signature of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_