

**NEED TO KNOW INFO**

Market Manager(s):

* Nakai Northop
* Maurice Jackson

**SPACE:**

* ALL VENDORS OUTSIDE MUST HAVE A TENT. This is non-negotiable
* Most accidents at Farmers' Markets involve windblown tents, canopies, and umbrellas.
* MPMRC requires that ALL vendors always secure their tents, canopies, and/or umbrellas to the ground using WEIGHTS.

**DISPLAYS**

* Tables MUST BE covered with tablecloths, linen, burlap, etc. Floor-length table clothes are preferred to hide any under-table storage.
* Make sure there are no tripping hazards in or around your booth.
* Animals, including companion animals, are not allowed under the pavilion or in any food tent. Only trained service animals are allowed under the pavilion or in food tents. Official “service animal” documentation is required.

**VENDOR CLEAN UP**

* Vendors are not allowed to break down their booth or leave the market, for any reason until closing time. Breaking down or leaving the market early will affect a vendor’s good standing.

Break down starts at 3pm. Do not start breaking down before this time. It is disruptive to the market patrons and fellow vendors.

* Clean-up must be completed by 5pm.
* Do not leave garbage behind; receptacles are provided.

**CANCELLATIONS / FAILURE TO SHOW:**

* Please notify the Market Manager at least one week in advance of a planned absence.
* “Last minute” cancellations should be made no less than 48 hours before the market.
* “last minute” cancellations, or failure to show at the market will jeopardize your “good standing” status with the market.
* Refunds for forfeiture is not an option.

**WEATHER:**

The MPMRC Farmer’s Market is an outdoor rain-or-shine market. The market expects to operate in mild wind or rain conditions. Please use your judgment as is fitting for you and your product to attend a market in mild wind or rain conditions, or during high heat and/or humidity. In the case of excessive rain, wind, severe or dangerous weather, or poor field conditions, the market would be canceled. In this case the Market Manager will send out a notice, via text message and/or email no later than noon on the day of the market. Every effort will be made to make any cancellation notice as early as possible. It shall be at the MPMRC’s sole discretion to cancel or close an active market early due to inclement weather conditions. Refunds are at the discretion of the Market Manager,

**VENDOR REQUIREMENTS/INFORMATION:**

* Each vendor must identify themselves or their business by use of an attractively lettered sign stating their name and location. The sign must be clearly visible from the center aisle. Vendors are encouraged to have business cards. All literature displayed on a vendor’s table must relate to his/her product or market affairs.
* Pricing for all items must be visibly posted and fair. Undercutting or price-fixing is prohibited.
* All scales must be certified with the CT Department of Weights and Measures seal.
* Any conflicts, or potential conflicts, which may arise between a vendor and a customer, or between vendors at the market must be brought to the attention of the Market Manager’s.
* At the MPMRC, we strive to create a welcoming, family atmosphere for our patrons, as well as a sense of community among our vendors. All vendors are expected to be courteous and honest with customers, as well as one another.
* Vendors who choose to bring children to the market are asked to ensure that the conduct of the minors is appropriate and not disruptive to customers or other vendors.