

Hello,

Thank you for your interest in the Duxbury Farmers' and Artisans' Regional Market (DUXFARM). Attached is the 2012 Vendor Application. Please print it, fill it out, sign and mail to: DUXFARM, 687 Union St., Duxbury, MA 02332.

Artisans should submit 2-3 photos of work, which are non-returnable.

Once selected, food vendors must submit with their checks, a copy of the board of health permits both from their town of residence and from the Town of Duxbury.

DUXFARM Guidelines are included in the attachment, please be sure to read them carefully.

Deadline for application is May 1, 2012. The selection committee will notify vendors by email by May 15, 2012 regarding their application status. After notification of acceptance vendor fees are due before June 1, 2012, to insure participation.

Thank you,

DUXFARM Board Members

## 2012 Vendor Application

### DUXBURY FARMERS' & ARTISANS' REGIONAL MARKET (DUXFARM)

Name \_\_\_\_\_

Name of farm or business \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_

Emergency Contact \_\_\_\_\_ phone # \_\_\_\_\_

Type of product:

Farm \_\_\_\_\_ Food \_\_\_\_\_ Art/Craft \_\_\_\_\_

Other \_\_\_\_\_

Product(s) description, in the space below please describe your; growing methods, crops, cooking specialties, use of local materials, etc. (may attach separate sheet).

Art/Craft & Other designation must submit 2-3 photos of work (non-returnable) - please list specific materials and price range. (may attach separate sheet)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Fees for the full season: \$150 (10'x10') \_\_\_\_\_; \$300 for 20'x10' \_\_\_\_\_

\$75 for half season, June 28 – August 2 \_\_\_\_\_ or August 9 – September 13 \_\_\_\_\_.

\$25 for parking alongside vendor space per full season (limited availability). \_\_\_\_\_

\$15 per week vendor/visitor, must indicate which week(s) desired, dependant on space availability \_\_\_\_\_

One time vendor space- Student, or Senior (over 60) \$10. \_\_\_\_\_ (desired date and school)

Vendors wishing to make fewer than the 12/6 week seasonal commitment, will need to pre-register for the dates of participation and upon acceptance, payment is due in full.

Once selected, food vendors must submit a copy of the board of health permits both their town of residence and the Town of Duxbury with check, as well as proof of insurance, where necessary.

Please advise if you already have permit(s) and insurance, or if, you will be applying for them once, selected for our market. \_\_\_\_\_

Each farmer, gardener, grower will agree to an on-site visit to their farm by the market manager and/or members of the selection committee. This seasonal visit is meant to help anticipate your inventory, observe crops, and help with promoting each vendor and the market as a whole. A revisit may be made to see later crops into the season.

I have read and agree to abide by the DUXFARM guidelines. Yes \_\_\_\_\_ (please check)

Authorized signature: \_\_\_\_\_ Date \_\_\_\_\_

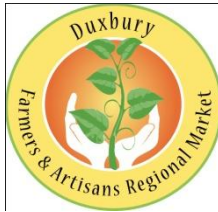
Application deadline: May 1, 2012. Mail to: DUXFARM, 687 Union St., Duxbury, MA 02332.

The selection committee will notify vendors by email \_\_\_\_\_ or

Phone \_\_\_\_\_ (please choose one) before May 15, 2012, regarding application status.

Email questions to: [duxfarmmarket@gmail.com](mailto:duxfarmmarket@gmail.com). Questions will be answered on Tuesdays, once a week.

Checks are due in full after notification of acceptance by June 1, 2012, in order to secure a vendor space. *Fees offset DUXFARM expenses and are non-refundable.*



**DUXBURY FARMERS & ARTISANS REGIONAL MARKET (DUXFARM)**  
Guidelines 2012 Season:

Thursdays, June 28 – September 13, 2012 1:30-5:30 PM

Location: Tarkiln Community Center, Route 53, 245 Summer St. Duxbury,  
Massachusetts - *Rain or Shine-*

Our goals are to provide a central weekly location to make available fresh, seasonal produce and products grown by regional farmers or caught by local fisher/lobstermen; to support the philosophy of “buying and eating locally”; to offer homemade food items such as bakery products, jams and jellies, as well as unique arts and crafts by regional artisans; to highlight Duxbury’s agricultural wealth by showcasing small farms, gardens and related businesses; to keep Duxbury’s agricultural roots alive; to serve as a vehicle to bring the community together for a common purpose; and to promote good nutrition through quality products.

Vendor responsibilities:

- Expected to attend, each week contracted. Two absences allowed with at least one week’s notice. If absent more than twice, fee and spot may be forfeited for the season, at the discretion of the DUXFARM Board.
- Market will be held, RAIN OR SHINE. *In extreme weather, DUXFARM reserves the right to cancel the market for the safety of the vendors and customers. Cancellations will be posted on the DUXFARM Face Book page and emails will be sent.*
- Will provide own equipment. Be prepared to secure equipment and tents in case of high winds.
- Set up begins one hour before opening. No sales until market officially opens. Vendors must remain until the end of the market and leave within one-half hour thereafter. Clean site, all trash generated must be carried away.
- Clearly display your farm/business name, town and price of products. Prepared

food must be correctly labeled with ALL ingredients.

- Sell produce or products, locally harvested or made. If produce is not grown or produced on the farm selling them, the *regional* farm of origin, MUST BE POSTED.
- Arts/Crafts/Other and Jewelry vendors must list specific materials used. Products checked under Art/Craft/other designation should contain elements of “local” or “nature.”
- All scales must have a current Department of Weights and Measures seal. As alternative, products may be sold by the piece.
- Produce must be uncut.
- Farmers with items labeled “certified organic” must have certificate posted.
- Vendors who are non-certified organic growers must display a statement of their growing practices, such as “Pesticide Free” or “Organic” etc.
- Agree not to sell any item not listed on the application or approved by Selection Committee.
- Include a copy of health permit from their hometown and Duxbury for any prepared or ready to eat foods and certificate of insurance with check, where necessary.
- Copy of permit(s) must be displayed on market day.
- Prepared foods must be kept under cover, not handled with bare hands. Samples should be served with toothpicks.
- No smoking on market grounds.
- Register with market manager, each week, before setting up. Market manager will settle all disputes regarding market guidelines.
- Park where indicated by the market manager, each week.

Fees offset DUXFARM expenses and are non-refundable, except at the discretion of the selection committee.

Submission of application indicates acceptance of the guidelines.