

Content Checklist - Farmers Market Rules & Regulations

Governance

- representative oversight
- roles & responsibilities
- rule review - corrections, updates, amendments

Management

- relationship to oversight
- roles & responsibilities

Vending

- vendor application and fees
- vendor application review process
 - product mix management
 - seniority/renewal preferences
 - site visits or inspections
- vendor status
 - member
 - day vendor
 - categories (e.g. farm, value-added, art.craft)
- vendor/product eligibility
 - producer-only
 - limited resale
 - local
- requirements & expectations
 - posted prices
 - attendance/absences
 - tardiness
 - vendor representatives
 - behaviors - professionalism, courtesy, integrity
 - compliance with local, state, and federal regulations & laws
 - licensing and permit requirements & documentation

Operations

- dates/hours of operation
- location
- scheduling
- site use management
- space assignment
- miscellaneous (e.g. pets at market)

Keeping the peace

- procedure/process for dealing with complaints and violations of rules & regs.
- informal vs. written notification, warnings
- consequences (suspension, fines, removal)
- complaints and grievances
- appeals

Risk Management

- vendor insurance
- hold harmless provisions