



Farmers Market 2022 Rules and Regulations

REGISTRATION

Participation is open to established, legitimate farming or craft operations.

MARKET FEES

The fees for participation in the Farmers Market are listed on your individual registration form. Checks will be made payable to:

Lafayette Village Associates LLC

Location/Time

The Market will operate on Sundays from 10:30AM to 3:00PM. Farmer's Market is located on the lower parking lot. Please insure you arrive, unpack and setup prior to 10:30 AM.

As an exception, the farmers market may have vendors in "The Village", i.e. within the control gates. If the space is within the Village, Vendor spaces within "The Village" need to enter through the gate behind Van Heusen. You must unload quickly and remove your vehicle. No vehicles are allowed to remain in "The Village". Please be sure to respect the grounds and pathways. DO NOT drive over grass areas/around the bollards or gates/ upon pavers or Belgium blocks. Anyone not respecting the property will be asked not to return and you will forfeit all monies paid. The village is open at 10:00AM so all cars must be removed from "The Village" before "The Village" opens. No Exceptions

INSURANCE

A certificate of liability insurance is required with a minimum coverage of \$1,000,000, name **Lafayette Village Associates LLC** as additional insured ("Certificate Holder") block on the insurance form. *Certificates of Liability Insurance must be received by Lafayette Village Associates LLC prior to the start of the event.* Drop off or Send COI via email to LVACraftFair@gmail.com Certificates of Insurance must be received and approved by the management of Lafayette Village Associates LLC before a vendor is permitted to sell at the market. As an alternative, a Release From Liability, available from the management, may be used.

SALES AUTHORIZATION

Authorization to sell agricultural products is available to growers who have an established farming operation under their direct management. Only one authorization per market will be issued for each farming operation. The authorization entitles the farmer, family members and employees of the farming operation to sell agricultural products grown by that farming operation. The authorization is not transferable and may be limited to a specific number per market. Each market reserves the right to select the growers that will participate. Selection will be based on size of market location, composition of products offered and prior adherence to the market regulations. Authorization to sell at the market can be withdrawn by the sponsor if a grower violates market regulations or if the market must close due to lack of support by the community or participating growers.

SPACES

Spaces are approximately 10' x 10' and location will be assigned by The Shoppes at Lafayette on the first day of the Market or as needed. Assigned spaces will continue for the duration of the season. Spaces assigned to growers or craft vendors are to be used only by that entity. No leasing or lending of market stalls will be allowed. **When unable to attend, vendors must notify the Market Manager**

in advance (24 hours, if possible).

ORDERLY MARKET OPERATION

A Market Manager or representative shall be present on-site of market every week for the duration of the market. The Market Manager of the day is responsible for the orderly operation of the market. All questions and issues are to be directed to the Market Manager. **Disputes between growers, or specialty vendors and/or market manager will not be tolerated at the market site.**

The Market manager has the right to evict any grower or specialty vendor from the market site. The Grower's sole responsibility is a formal complaint in writing forwarded to both the Market Manager c/o The Shoppes at Lafayette. The Market Manager and The Shoppes at Lafayette are only responsible for acting upon written complaints.

DISPLAY

Tables displaying produce will be set up, so that no seller blocks or limits the view or access of consumers to a neighboring seller. Producers must supply their own scales, bags, tables, canopies, etc. If Onsite electrical power is available on a first come first served basis at additional cost. You must pre-arrange on-site power usage with The Shoppes at Lafayette prior to the Market start date. Producers and specialty vendors must maintain scales acceptable to the County Department of Weights and Measures. Produce may be sold by the count, weight, bunch or in legally acceptable containers. All other containers must identify the net weight of the contents. Produce that is not of fresh or good quality will not be displayed nor sold at the market. The market manager has the right to require any produce that does not comply with the market regulations to be removed from any stand. **All prices must be posted before and during sale time. Each seller must display a sign in prominent place giving his or her farm name and address.** Producers and their employees must wear shirts, trousers/shorts/skirts and shoes. Hawking or shouting to attract customers will not be permitted. Each producer is responsible for cleaning the area around his or her stall and providing at least one trash receptacle. Grower generated waste should be disposed back at the farm.

Producers/crafters will comply with all federal, state and county regulations including, but not limited to, Chapter 12 of the New Jersey Sanitary Code. Producers must also comply with other terms and conditions that may be added for the public health, safety, and welfare. Producers must obtain a Temporary Retail Food License for the Township of Lafayette; they are subject to fees and inspection by this department.

FARM PRODUCTS

Only agricultural products produced from the arm of the grower can be sold at the Farmers Market, except as specified below.

Leased land - Growers may utilize leased land only if all aspects of production and maintenance are conducted under their direct management. **Crops produced by the leasing farmer must be separate from the crops of the landowner and shall not be intermingled with the same crop of the landowner.** The Market Manager and/or The Shoppes at Lafayette may ask for a copy of the lease agreement and proof that the farmer performs or supervises all work associated with the production of the crop. Proof may include but is not limited to seed receipts, pay roll records, spray records, orchard equipment, etc. **Leasing of orchard land is permitted only if it is done on a long-term (+3 years). The Shoppes at Lafayette will ask for a copy of the lease agreement, which must be received by April 1. Legitimacy of all lease agreements will be judged by The Shoppes at Lafayette to determine if products can be brought to market.**

Cider and Fruit Juice - Sold only by the producers of those fruits. Cider can be pressed off farm, if not pressed on the farm, provide name and address of mill at the market. At least 60% of fruit in the

juice will come from grower's orchard. No concentrates are permitted.

Baked, prepackaged and Processed Items - The sale of baked and other processed items is permitted at the Farmers Market. Vendors must have the following government forms

1. **Farmers' Market or Temporary Retail Food Vendor Application – Sussex County**
2. **Annual Registration for Food Vendors – Lafayette Township**
3. **Baked Goods prepare in a home as a home bakery must have State of New Jersey license**

PURCHASED ITEMS

A grower or specialty vendor may petition the Market Manager to sell a purchased agricultural product at the farm market, not grown on his or her farm, for a specified period of time. The grower petitioning the Market Manager to sell a purchased product will submit a **Purchased Product Request Form** at least one week in advance of the starting date of sale of that product.

Based on the following criteria, the Market Manager will either: approve, partially approve, or reject the grower's petition:

- It has been determined by reviewing crop plans and surveying other growers in the market that there will not be sufficient quantity and quality of that product in the market to satisfy demand during the specified time period. Sales of purchased items will be allowed only after growers of the crop have been sold out.
- A maximum of 3 crops may be purchased and will account for no more than 25% of all products offered for sale by the farmer, both in number and sales space, at the beginning of each sale day.
- The offering for sale of purchased items will not deter from the purpose of the Farmers Market, nor negatively impact its viability. Approval may be withdrawn with one-week notice.

A listing of all purchased product approvals will be made available to all authorized farmers upon request.

Purchased items must be identified as such as the market by indicating the farm name and location where they were bought.

Full partnerships of two individual farmers sharing in the production of crops can participate in the Farmers Markets only with **written pre-approval from the Market Manager** and supported with a partnership agreement filed in the county the farm is located. A full partnership is defined as two individual farmers sharing in the production (planting, cultivation, pest control and harvest) of crops. This cannot be a brokerage arrangement. It is the growers/participant's responsibility to submit a legal partnership agreement to the Market Manager and The Shoppes at Lafayette before bringing the partnership's products to market.

All Vendors must be aware of and comply with the following documents printed on the website:

1. [Code of Conduct | The Shoppes at Lafayette](#)
2. [Privacy Policy | The Shoppes at Lafayette](#)
3. [Dog Policy | The Shoppes at Lafayette](#)

VIOLATIONS

If the Market Manager, in consultation with The Shoppes at Lafayette determines a grower or specialty vendor is in violation of the regulations set forth, the offender will be notified by phone or in person, and a written notice will follow. If the violation continues, the following penalties may be

assessed:

PENALTIES:

One violation -Warning letter issued and/or suspension from the market(s) Where the violation was found for one day.

Two violations - Suspension from the market(s) for up to one month and a Mandatory meeting with the Marketing Manager and representative of The Shoppes at Lafayette.

Additional violations - Suspension from the market(s) for up to the remainder Of the season. Major violations may suspend grower/vendor from returning to Market(s) in future years.

APPEALS:

Upon receiving a violation notice, you may request a meeting with the Market Manager and a representative of The Shoppes at Lafayette to contest findings. A meeting will be called. Items and/or actions in violation will be suspended from the market until the meeting takes place.

CONTACTS

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