

March 24, 2020

Greetings!

We are pleased to announce the 2020 Bridgewater Farmers Market season! As you all know, we may need to be creative with whatever food, health and public space parameters may be in place during the season ahead. We are confident that we can adapt and create a safe and viable market experience for ourselves and our shoppers. We as food sources and sellers are deemed a necessity and are expected to remain as a functioning part of the community. People need to eat!

The Farmers Market will be held every Sunday starting June 28th - Oct 18th 11am - 3pm at the Somerset County Library – Bridgewater Branch located on the corner of North Bridge Street and 1 Vogt Drive. (17x Sunday markets)

We'd love for YOU to participate!!! (As well as suggest any other vendors that may fit well with our team.)

This Season's fee schedule is set forth below:

- To participate, new vendors must complete the Bridgewater Farmers Market Registration packet which includes the market registration, insurance requirements, a general product inventory list, and market bylaws agreement form by NO LATER than May 1st. Please submit these forms along with the vendor fee to:

NOFA-NJ

1701 Linvale Harbourton Road,
Lambertville, NJ 08530.

Attn: Tony Kennette

- For the 17 market dates, the fee for vendors utilizing (one) 10'x10' space for produce/product display, the **season fee is \$340**. Payment of the fee should be a check or money order made payable to **NOFA-NJ/Bridgewater Farmers Market**.
- Vendors may also participate on a week to week basis, the weekly fee is **\$30 per week** for (one) 10x10 space. Payment of the fee should be a check or money order made payable to NOFA-NJ/Bridgewater Farmers Market.

Please complete your registration process as outlined in the attached checklist. If you are not interested or have any questions, please let us know at your earliest convenience by contacting Tony Kennette at 908-625-4886 via email at Tony@KennetteProductions.com

Hope to see you at the market!

Sincerely

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Bridgewater Farmers Market Steering
Committee

2020CHECKLIST

- **Complete Application Materials**

Complete and return the following to the Bridgewater Farmers Market, NOFA-NJ 1701
Linvale Harbourton Road, Lambertville, NJ 08530.

- Registration Form
- Department of Human Services Registration Form (to be completed after acceptance)
- Registration Fee - see fee schedule below

2020 Fee Schedule

- For vendors utilizing 1 (one) 10'x10' tent for produce/product display, the season fee is \$340 (which includes a one-time application review fee) payable to NOFA-NJ/Bridgewater Farmers Market. Please note: vendors are welcome to expand their display area using one additional 10'x10' tent at a cost of \$60 per season.

- **Certificate of Insurance**

To participate in the Bridgewater Farmers Market, you will need to provide the Township of Bridgewater with a Certificate of Insurance confirming commercial general liability insurance. Coverage limits cannot be less than the \$1,000,000. Vendor is required to name 1) the Township of Bridgewater, 2) Somerset County Library System and 3) NOFA-NJ as Additional Insured on its General Liability policy.

- **Read and return a signed copy of the Bridgewater Farmers Market By-Laws (attached).**

2020 Bridgewater Farmers Market Registration Form

Name

:

Phone #:

Email:

Mailing Address:

Farm/Business
Name

Farm/Business
Address

City

Farm/Business
Website

Will you accept Food Stamps? Yes No

Will you accept WIC vouchers? Yes No

If you do not participate in these programs, would you be interested in learning how to participate? Yes No Are you a certified organic grower? Yes No Registration fee: \$75 . All checks should be made payable to: NOFA-NJ/Bridgewater Farmers Market Note: All vehicles will be parked away from tent space in a designated area. I, the undersigned, certify that I read, and will comply with the by-laws and policies of the Bridgewater Farmers Market and with all Federal, State and Local health, safety and labor standards.

Signature

2020 CROP & PRODUCT INVENTORY FORM Farm/Business Name:

_____ Please list the types of crop or product you will be offering. Vegetables:

_ Fruit:

_ Herbs:

_ Other:

PURPOSE

The Bridgewater Farmers market has been established to support local farmers, and those who produce artisanal foods and goods to market their products in a designated area to local consumers. Successful agricultural and artisanal product marketing significantly helps in economically preserving farmland showcasing local artisans to maintain the quality of life in the region. Bridgewater benefits from this type of marketing as it provides consumers access to fresh, high quality produce and goods and attracts business activity to Bridgewater.

“PRODUCER ONLY” MARKET

The vendors who participate in the Bridgewater Farmers Market sell what they produce or handcraft themselves. Keeping this in mind, the Bridgewater Farmers Market **STRONGLY** discourages the purchasing of products for resale.

Small purchases of crops from neighboring farmers are allowed if there is a gap in the market. These purchases are the exception rather than the rule and require written pre-approval from the Market Steering Committee.

LOCATION & TIME

The Market will operate on Sundays from 11:00 am to 3:00 pm, June 28 through October 18, at the Somerset County Library – Bridgewater Branch located on North Bridge Street and 1 Vogt Drive Streets. **PARTICIPATION** Participation is open to local farms and artisans who have submitted a completed application and who have been vetted and approved by the Farmers Market Steering Committee. **FEES** The season participation fee is \$340 (which includes a one-time application review fee made payable to “NOFA-NJ/Bridgewater Farmers Market”) for one 10’x10’ space/tent. Vendors wishing to utilize one additional 10’x10’ tent are welcome to at an additional cost of \$60 per season. All fees collected will be used to promote and manage the market. **INSURANCE** A Certificate of Liability Insurance is required with a minimum of \$1,000,000, naming 1) the Township of Bridgewater, 2) Somerset County Library System, and 3) NOFA-NJ as an Additional Insured. Certificates must be submitted by approved vendors prior to the first Market day. **SALES AUTHORIZATION** Authorization to sell agricultural products or artisanal products that enhance the Market experience is available to growers and other vendors who have an established farming or production operation under their direct management. Only one authorization per market will be issued to each farming/production operation. The authorization entitles the farmer, producer, family members and employees of the operation to sell said produce/products grown or produced by same. The authorization is not transferable and may be limited to a specific number per Market. The Market reserves the

right to select the growers and artisans to participate. Selection is based on market location, size, composition of products offered, and prior adherence to Market regulations. Authorization to sell at the market can be withdrawn by the Market Steering Committee if a grower/producer violates Market regulations or if the market must close due to lack of support by the public.

HEALTH INSPECTION NOFA-NJ holds the Temporary Food Sale Permit for the Farmers Market. Participants are subject to random inspection by the Bridgewater Health Department. The Bridgewater Health Department enforces Chapter 24, State Sanitary Code which regulates food establishments and agricultural markets. **SPACES** Spaces will be assigned to each participating vendor by a member of the Market Steering Committee. The spaces assigned to each vendor are to be utilized only by that vendor. Leasing or lending of the spaces is prohibited. The Market Steering Committee must receive notice that a vendor is unable to participate in that day's market at least 24 hours in advance. **DISPLAY**

Table displays should be arranged so that no seller blocks or limits the view or access of consumers to a neighboring seller. **TENTS MUST BE STURDILY WEIGHTED. THIS IS REQUIRED FOR ALL SELLERS.** Participants must supply their own scales, bags, and tables, etc. Produce scales must be 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 not of fresh or good quality may not be displayed or sold. The Market Steering Committee has the right to require produce not complying with Market regulations to be removed from any stand. All prices must be posted before and during market hours. Each seller must prominently display a sign listing his/her farm or business name and address. Vendors and their employees must wear shirts, trousers/shorts/skirts and shoes. Hawking or shouting to attract customers is prohibited. Vendors are responsible to clean the area around his/her space and provide at least one trash receptacle. Vendor produced waste must be disposed of by the vendor at their base of operations. Vendors will comply with all federal, state, and county regulation including, but not limited to, Chapter 12 of the New Jersey Sanitary Code. Vendors must also comply with the other terms and conditions which may be added for the health, safety, and welfare, of the public. **PRODUCTS** Only agricultural products produced from the farm of the vendor or hand-crafted by an artisan can be sold at the Bridgewater Farmers Market. The sale of baked and other processed items will be decided by the Market Steering Committee. Growers or independent bakers wishing to sell baked or processed items must submit a copy of their local Health Department's annual Sanitary Inspection Report to the Market Steering Committee prior to the first Market day. Full partnerships of two individuals sharing in the production of crops can participate in the Farmers Market with written pre-approval of the Market Steering Committee and supported with a partnership agreement.

**I THE UNDERSIGNED ACKNOWLEDGE THAT I HAVE READ AND REVIEWED
THE 2020 FARMERS MARKET BYLAWS AND ACCEPT SAME:**

Signature Date

_ Printed Name

Certificate of Insurance

To participate in the Bridgewater Farmers Market, you will need to provide the Township of Bridgewater with a Certificate of Insurance confirming commercial general liability insurance. Coverage limits cannot be less than the \$1,000,000. Vendor is required to name 1) the Township of Bridgewater, 2) Somerset County Library System and 3) NOFA-NJ as Additional Insured on its General Liability policy. Note: You may use the original certificate of liability that you provided for the Bridgewater Farmers Market, however, if there are dates specified on your certificate that do NOT include the winter market dates, a new certificate must be provided.

Fees Check one below: ____ I would like to sign up for the entire 2020 Bridgewater Indoor Winter Market Season for a fee of \$340 for the season. ____ I would like to sign up on a week to week basis for the 2020 Bridgewater Indoor Winter Market for a fee of \$30 per week. ____ I am with a non-profit organization and fundraising at the market. After speaking to the market steering committee, I am not required to pay a vendor fee.

Clean Up Each vendor is responsible to clean up his/her space after the market has ended for the day. Any vendor that does not adhere to this will be asked not to return and will not receive a refund.

Business Name:

Authorized Contact Name(Print):

Authorized Signature: Date: