

LINCOLN COUNTY SMALL FARMERS ASSOCIATION MARKET RULES

The Market will open the second Saturday of May and close the last Saturday of October.
Market hours are 9:00am to 1:00pm.

1. All applications will be reviewed by the Board of Directors and a selection committee. The selection committee will consist of 5 jurists: 3 board members and 2 members of the market. The Market Manager will be present in an advisory position. Vendors will be notified in a timely manner as to acceptance or rejection of application. Submitting an application does not guarantee selling rights or a market space.
2. All new arts and craft vendors, along with current members with new products must submit photographs of their products.
3. Vendors are expected to behave courteously to customers, other vendors, market staff and volunteers and conduct themselves professionally at all times. Vendors may not publicly disparage other vendors, employees, volunteers, products or the market. There is a concern and product challenge policy in place for use by members. Vendors must apply annually and their products approved by the selection committee before they become LCSFAM members.
4. The membership fee is \$25 and must be paid by March 31, 2010 for continuing vendors to maintain seniority for the current year. For all other vendors the membership fee is due at the first market attended. Market membership guarantees voting rights and representation on or with the Board of Directors.
5. In addition to the annual fee each member must pay a daily fee for each day of the market. The fee structure is:
\$10 for a 12x12 space on the grass
\$20 for a 12x12 no vehicle space on the pavement
\$25 for a 12 wide car space on the pavement.
The weekly fees are payable at the start of the Market.
6. Vendors are responsible for informing themselves about and complying with state and local health and licensing requirements governing production, display, sampling and sale of products.
7. Vendors are solely responsible for product liability. Food and agricultural vendor must carry general and product liability insurance. LCSFAM is not responsible for any loss or damage incurred by vendors.
8. All vendors must leave their area clean at the end of market day. Please pack any garbage out with you.
9. Use of tobacco products within Market boundaries is PROHIBITED..
10. Vendors may not block fire lanes.

11. Musicians are encouraged to apply, but no amplifiers are allowed.
12. Vendors may arrive and set up between the hours of 7:00am and 8:30am. Special permission from the market manager is needed to set up before 7:00am. Please unload your vehicle first, move vehicle to vendor parking area then setup your booth.
13. Vendors are required to park in designated parking areas, leaving those parking spaces closest to the market for our customers.
14. All vendors must stay until the close of market a 1:00pm. A “sold out” sign may be placed in your booth if you do sell out, but your canopy, tables, etc. must remain in place.
15. Except for designated vehicle spaces no vehicles will be allowed in after 8:30am. No vehicles are allowed onto the market street until 1:15pm. Pack your booth first then get your vehicle to load. Vendors must be packed and ready to leave by 2:00 pm.
16. Vendors must notify the Market Manager by 5:00pm on the Thursday prior to the market opening if they will not be attending the market.
Cancellations due emergencies will be as an considered exception to this rule; please call 541-961-8236 and notify the Market Manager before 7:30 am of Market day.
Failure to notify the Market Manager in time for your space to be reassigned will result in the vendor being charged for that day the following week. The vendor will not be allowed to set up until the fine is paid.
17. Winds in Newport can be quite strong. All vendors with canopies are required to have weights on each leg sufficient to keep your canopy secure in case of inclement weather.
18. Space are assigned by seniority, need and consistency of attendance. Priority is given to farmers with seniority and consistency of attendance. The Market leadership will make every effort to site vendors with disability in a stall that meets their needs but must also consider the seniority and consistency of other vendors.
19. Space Prioritization Related to Seniority and Consistency of Attendance: The Site Committee will make assignments, to the amount practical, by a total point score as indicated
Seniority and consistency.
 - * Two {2} points for each consecutive year at the market.
 - * One {1} point for every market day attended the previous year.
 - ** High Priority Siting: 26 total point or higher.
 - *** Medium Priority Siting: 14 to 25 total points.
 - **** Low priority Siting: 1 to 13 points.Points are set at the beginning of the Market year for that season.
 - * High priority siting provides maximum assurance of consistent site location and location requests are considered as much as possible. *
 - Medium priority siting provides some opportunity for consistent site location but flexibility is required as needed by the Market Manager based on Market setup, needs and requirements.
 - * Low priority siting is at the sole discretion of the Market Manager on any given day.
20. LCSFAM reserves the right to prohibit anyone from selling any product or produce..

21. The Market Manager may at any time conduct a farm, kitchen, studio or business inspection visit. Failure to comply to such a request can be cause for termination of membership in the market.
22. There will be no discrimination based on race, color, creed, sex, religion, sexual orientation, age or nationality.
23. No proselytizing, military recruitment or political campaigning is allowed at the market.
24. The Market Manager shall have the authority to enforce all rules.
Should a vendor fail to abide by LCSFAM rules the follow consequences may occur:
 - * A major violation such as committing an unlawful or violent act, or physical or verbal abuse will result in immediate termination of market participation. There will be no reimbursement of vendor fees.
 - * Minor violations will result in the following series of actions:
 - ** First violation: written warning
 - *** Second violation: written warning
 - *** Third violation: immediate temporary or full-season suspension of market participation. There will be no reimbursement of vendor fees.
25. Anyone wishing to appeal an action of the Market Manager may document the problem on the concern form in writing and request a hearing by the LCSFAM Board of Directors. Within 2{two} weeks of receiving the concern document the Board shall render a decision on the merits of the grievance and any remedies. During the grievance process the violator must adhere to the original penalty with no right to restitution for any losses.
Decisions of the Board of Directors is final.
26. LCSFAM retains the right to reassign vendor space at any time and to suspend or terminate vendors from Market participation for failure to comply with the rules including timely payment of fees.
27. Every week the LCSFAM will supply one booth to a nonprofit at no charge. The Market Manager will schedule them throughout the season.
28. As LCSFAM allows customers to bring their dogs to the market at this time, all produce and food must be 20 inches above the ground. Dogs are not allowed in any booth.
29. Vendors are not allowed to have personal pets in their booth area.