



Spruce Street **FARMERS MARKET**

Good Food. Good People. Grown Here.

WEDNESDAYS, JUNE 2 - AUGUST 11, 4:30-7:30 PM
MARKET FIELD, 153 & 163 SPRUCE STREET

Every Wednesday, June 2 through August 11, 2021, 4:30 PM - 7:30 PM, 153 & 163 Spruce Street, Manchester, CT. Parking is available across the street at 160 Spruce Street. The Spruce Street Farmers Market is a program of the Department of Leisure, Family and Recreation.

Check us out on Facebook at www.facebook.com/SpruceStreetMarketCT

Applicant Name: _____

Street Address: _____

City/Town: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Vendor Type: Farmer Specialty Food

Food Truck Artist/Artisan (Limited spots available)



presented by

Department of Leisure, Family and Recreation

Neighborhoods and Families Division

110 Cedar Street • 647-3103 • reonline.townofmanchester.org



Name of Farm/Business (if applicable) _____
Farm/Business Facebook Page (if applicable) _____
Farm/Business Website (if applicable) _____

Vendor Contract: To maintain market privileges, vendors are expected to attend ALL dates in this contract.

Vendor Fees: Full Season ____ (\$110) Guest Vendor ____ (\$25/day)

Eastside residents: Please call Neighborhoods and Families at (860) 647-3089 to find out if you qualify for our Neighbor Discount.

Guest Vendors: Select date(s) you will attend

June 2____ June 9____ June 16____ June 23____ June 30____ July 7____
July 14____ July 21____ July 28____ August 4____ August 11____

Tables available for \$10 – self-service
of tables requested per week/for season: _____

Total amount enclosed: \$_____

Mail your application and payment to:

Town of Manchester
Department of Leisure, Family and Recreation
Neighborhoods and Families Division
41 Center Street, P.O. Box 191, Manchester, CT 06045-0191

OR

Drop off by appointment at:
Eastside Neighborhood Resource Center, 153 Spruce Street
(860)647-3089

(Checks must be payable to the Town of Manchester. Please write "Spruce Street FarmersMarket" in memo) Please be aware that spots are limited. Reserve your spot and table(s) as early as possible.



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List ALL products you sell:

The Northwest Park Farmers Market is a Connecticut-grown community farmers market dedicated to promoting locally grown/made products and neighborhood economic success. We reserve the right to disallow the selling of products that we deem not in keeping with this mission.

Any accessibility requests? Yes No (if Yes, share):

Any comments?



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Spruce Street Farmers Market – Regulations 2021



Market regulations are listed below. By signing this document you agree that you have read and understand these statements. Please direct any questions to Neighborhoods and Families at sprucestreetmarket@manchesterct.gov or (860) 647-3089.

- 1. Set-Up:** Set-up must be complete by 4:15 pm. The use of tablecloths or coverings of any kind is discouraged at this time. Once unloaded, vendors should leave their vehicle in their marked parking spot when possible to limit exposure during loading and unloading.
- 2. Staff Designations:** If attending the market with multiple staff, designate one staff person to handle product and one to handle money/tokens/coupons.
- 3. Break-Down:** Break-down should be complete by 8:00 pm. Vendors must dispose of or carry out all trash. Vendors should come prepared with a bottle of sanitizing spray with a 1:9 ratio of water to bleach to disinfect tables during the market and prior to loading them into a vehicle.
- 4. Market Absence:** If you are unable to attend a scheduled market, you **MUST** notify Neighborhoods and Families by Monday at 2:00 pm, the week of the market. Notification is necessary so that our advertising can be accurate.
- 5. Severe Weather:** The Spruce Street Farmers Market will run rain or shine. In the extremely unlikely event that there is severe weather (hurricane, tornado, severe thunderstorm, etc.), cancellation information will be posted on the Spruce Street Farmers Market Facebook page by 10:00 AM on market day and on the Town of Manchester cancellation line at (860) 647-3162. However, should conditions change rapidly; we reserve the right to cancel after the deadline has passed for the safety of our vendors, customers, and staff.
- 6. Non-Transferrable:** Market reservations are **NOT** transferable to others.
- 7. No Reselling:** All products must be grown/made in Connecticut.
- 8. Labeling:** Any produce or products not grown by vendor must be labeled as such.
- 9. Food:** All vendors are responsible for obtaining necessary local & state licenses. All pre-paid food must be made in a licensed kitchen. All food must be grown or made by the vendor.
- 10. Masks & Gloves:** Per Executive Order 7, all vendors must wear gloves and face masks at all times when interacting with customers and/or handling product.
- 11. No Samples:** Per Executive Order 7, no samples of any kind are to be provided.
- 12. Bulk Food Items:** Bulk food items such as produce, baked goods and granolas/mixes are not to be set up for self-service by customers and should, when possible, be pre-packaged for sale.
- 13. Contact-less Payment:** Those vendors who do not accept credit cards should consider using Venmo/Paypal as a form of payment to limit the amount of physical exchange.
- 14. Permits, Licenses & Certificates:** Each individual vendor is responsible for obtaining all permits, licenses, and certificates required by local and state ordinance.

I agree to follow all market rules and all applicable state and town regulations. The Neighborhoods and Families Division of the Department of Leisure, Family and Recreation reserves the right to deny market privileges to any vendor who fails to comply with market rules.

Vendor signature: _____ **Date:** _____



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Farmer Regulations 2021



I understand that the Spruce Street Farmers Market is a certified farmers market participating in the Farmers Market Nutrition Program (FMNP) and the Supplemental Nutrition Assistance Program (SNAP). I understand that in order to participate in this market I am agreeing to accept payment through these nutrition programs and to fulfill all requirements in order to do so. These requirements include the following:

1. Participating in an annual SNAP training:
https://www.youtube.com/watch?v=JCBhn_NdX8U&feature=youtu.be
2. Any farmer that produces fruit, vegetables, fresh cut herbs, or honey must contact the Connecticut Department of Agriculture to achieve certification to participate in this program:
http://www.ct.gov/doag/lib/doag/marketing_files/2016/05a_FMNP_updated_2016.pdf

Please direct any questions to the Neighborhoods and Families Division at Sprucestmarket@manchesterct.gov or (860)647-3089.

I have thoroughly read, completed, and agree to all regulations including the submission of a crop plan and completing any mandatory training.

Farmer Signature: _____ Date: _____



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