



NAHANT MARKET BY THE SEA

Market Application and Policies

2023 Season

Location: Flash Road Park (use 67 Flash Rd for directions)

Hours: 10AM-1PM

Dates: Saturdays: July 15th, August 19th, September 16th and October 14th

Questions? Phone: 781-581-9927 (extension #14)

Email: ktaylor@nahant.org

Website: <https://nahant.org/farmersmarket/> (additional info here)

PURPOSE:

The Nahant Market is a community gathering space where locally sourced foods, artisan crafts, community groups and more, offer a culturally enriching experience for its participants. The cooperative efforts of all of our vendors aim to preserve the small businesses we know and love while engaging a memorable social atmosphere. The Nahant Market seeks to enlighten and strengthen the local community through camaraderie, educational opportunities, and its inclusion and advocacy for all people.

VENDOR APPLICATION:

-Food Vendor applicants must submit copies of licenses, permits and certifications. Craft vendors must submit photos/examples of their work/provide links to websites/portfolios.

-Each Vendor must fill out and sign the Vendor Application and policies form and read and sign the Code of Conduct.

-Vendors are expected to be set up and prepared to sell at the market's designated opening time. All vendors are required to be present in their assigned space no later than 15 minutes prior to opening hours to avoid late penalties as well as for the courtesy of customers, shoppers, and participants of the Nahant Market.

-In the circumstance where a vendor will not be able to attend the Nahant Market, they must inform the Market Manager of their expected absence no later than 36 hours prior to the market date. Failure to do so could result in the loss of future reservations.

-Each vendor's assigned area should be packed up and cleaned by the designated end time of the market. Vendors are responsible for their own trash. Public barrels and litter containers in the Market area are primarily for disposal of trash by customers but is available for reasonable use by vendors during closing time. Improper use of barrels by vendors will not be allowed.

VENDOR STAFFING:

-Best practices for vendor staffing include the presence of a mature, respectful individual who is knowledgeable about the product being sold as well as all necessary details about the product's origin. Each assigned vendor space is expected to be managed by a direct employee or immediate family member. Exceptions to this will be reviewed by the Market Manager on a case-by-case basis.

VENDOR HEALTH AND FOOD PERMITS:

- A copy of their food establishment (kitchen) permit from their hometown
- A copy of their Certified Food Manager's (e.g. "ServSafe" certificate.)
- A copy of their allergen video certificate.

FOOD SAMPLING AND DEMONSTRATIONS:

Due to COVID safety and concerns no food sampling will be allowed at this time.

PERMITS AND TAX:

Vendors must be able to produce any licenses, certifications, and permits required by law for all products.

The collections and filing of all related taxes is the responsibility of the individual vendor.

INSURANCE:

The Market is covered by liability insurance through the Town of Nahant. It is required that the farmers and prepared food vendors have their own liability insurance and provide the Town with copies of certificates of insurance indicating that they have sufficient coverage for any potential claims. The Town is not liable for the acts or omissions of any vendor or the sale of any goods at the Market.

ASSIGNMENT OF VENDOR SPACES and PARKING

Vendors will be assigned spaces based upon the potential accommodations needed. Vendors will be arranged to support the general success of the market and to mitigate participant congestion.

Parking will be available in the main parking lot area. Please avoid parking on the street unless you are unloading or packing up.

MARKET COMPETITION:

The Nahant Market encourages healthy competition for the overall health and sustainability of the market. Vendors are urged to be unique and creative with their products as well as the environment of their assigned space. The Nahant Market will work to ensure that the vendor list is diverse in product and that product categories do not become oversaturated.

SAFETY & SANITATION:

All public trash barrels are available for reasonable use by vendors and customers. Excessive use is not permitted. Smoking, vaping, the use of chewing tobacco, or being under the influence of any drugs or alcohol will not be allowed. Any unsafe or unsanitary conditions should be brought to the attention of the Marketing Manager.

Public restrooms are available with sinks

The market has the right to dismiss any vendors who participate in disruptive and/or dangerous behavior.

The market is not responsible for the loss or damage of any personal belongings.

DISPUTES AND GRIEVANCES:

All vendors and their representatives will agree to the “Nahant Market by the Sea Code of Conduct” prior to participating in the market. Any violation of the code by the vendor or their representatives is under the discretion of the Market Manager. The Market Manager cannot act on hearsay, vague, or anonymous complaints. Official grievances will be recorded through the submission of the Grievance Form. Concerns or complaints must be submitted in writing to the Market Manager within 3 days of the alleged incident.

CODE OF CONDUCT:

As a Nahant Market by the Sea vendor and/or the vendor’s representative, I will:

1. Respect and adhere to all rules established by the Nahant Market including (but not limited to) all clauses of the Vendor Policies and Regulations.
2. Demonstrate the highest standards of personal behavior and integrity, treating everyone with courtesy and respect.
3. Abstain from physical or verbal abuse and not tolerate it from others.
4. Operate vehicles and other equipment in a safe and responsible manner.
5. Abstain from criminal activity.
6. Comply with equal opportunity and anti-discrimination laws.
7. Under no circumstance, attend or participate in the Nahant Market while under the influence of alcohol or a controlled substance.
8. Under no circumstance conduct business from outside the assigned space allotment or approach participants outside of one’s space.
9. Notify the Market Manager of any unsafe conditions or unusual behaviors.

Any behavior or conduct in violation of these standards, or which is otherwise considered in the exclusive opinion of the Market Manager to be disruptive and detrimental to the peaceful operations of the Market, shall be grounds to allow the Market Manager to require a vendor and any employees, representatives, or guests to leave the Market immediately. Failure to comply with any component of the Code of Conduct or participation in other inappropriate conduct as determined by the Market Manager may lead to dismissal as a vendor at the Nahant Market.

Vendors shall be responsible for any and all damages resulting from their failure to comply with these standards of conduct and/or failure to comply with the instruction of the Market Manager.

****Application next page****

CRAFT AND FOOD VENDOR APPLICATION:

Please check off what dates you are applying for below:

WHEN: Saturday July 15, 2023: _____ (application due by July 8th)
Saturday August 19, 2023: _____ (application due by August 12th)
Saturday September 16, 2023: _____ (application due by September 9th)
Saturday October 14, 2023: _____ (application due by October 7th)

HOURS: 10:00AM-1:00PM

WHERE: FLASH ROAD PARK-NAHANT, MA (use 67 Flash Road for directions)

Name of Owner, Business, or Vendor: _____

Address: _____

Phone Number: (____) -____ - _____ (please use a phone number that we can reach you at the day of the market and during the market)

Email: _____

Website/Portfolio Link: _____

Fee Structure: please check off your selected frontage

Payment must be made by check. NO cash permitted. Checks made payable to the "Town of Nahant"

10' frontage (size of one tent) – \$20.00 per market _____ (Non-refundable)

20' frontage (size of two tents) –\$40.00 per market _____ (Non-refundable)

****Fee to be paid on the day of each Market**No pre-payment****

****No rain dates available****

Vendors are responsible to bring their own tables, tents, and weights (mandatory). Tents are not mandatory but suggested for shade.

All vendors must post prices for all items. In addition, farm of origin must be listed for any produce not grown on the vendor's farm. Vendors may only label items organic only if they are certified as organic.

Products To Be Offered: (please continue on the back if necessary):

**Craft Vendors please upload and/or attach examples of your work if you do not have a digital portfolio or website.*

*****SIGN ON NEXT PAGE*****

I have read the Nahant Market by Sea 2023 Vendor Policies, Regulations and Code of Conduct and agree to abide by the policies and rules set forth in the spirit of this Market. I recognize and understand that failure to adhere to these regulations may result in penalties, including termination.

Signature (Owner/Farm/Business): _____ Date: _____

Print Name: _____

Parent Signature (if under age 18): _____ Date: _____

Please submit all applications to Kristin Taylor at ktaylor@nahant.org or drop off/mail to the Nahant Town Hall, 334 Nahant Road, Nahant, MA by the dates indicated.