2015 Rules and Regulations of the Bethlehem Farmers’ Market at Campus Square

1. **“Producer-only Farmer’s Market”:** The Bethlehem Farmers’ Market at Campus Square (the “Farmers’ Market”) is a “producer-only farmers’ market.”

   a. Participants must produce or grow their own items. Resale of items purchased by the Participant is prohibited without prior approval of the Farmers’ Market Manager.

   b. If the Farmers’ Market Manager permits a Participant to sell a product that the Participant has not produced or grown (a “Supplemental Product”), the Supplemental Product must be **clearly labeled.** The label must indicate the name of the farm from which the item was purchased, the farmer’s name, and the farm’s address. The Farmers’ Market Manager reserves the right to prohibit Participants from selling such products (even if previously approved) if he or she determines that such products will harm the integrity of the Farmers’ Market.

   i. All Supplemental Products MUST be produced locally.

2. **Local:** As part of the Farmers’ Market’s partnership with the Lehigh Valley chapter of Buy Fresh Buy Local, all products must be raised, grown, or made locally (in Pennsylvania or western New Jersey). Our intention is to represent the local farming and business community.

   a. Products may consist of the following: fruits and vegetables; plants, herbs, and flowers; honey and bee products; jams, jellies, and preserves; dairy products; eggs; grains; maple syrup; meat and poultry; cider and fruit juices; dried fruits; breads and other baked goods; and approved handmade clothing, crafts, and artistry.

   b. Baked goods or lunch items must be made from scratch. Any such items containing fruits or vegetables must utilize locally grown produce, if in season.

3. **Attendance and Participation.**

   a. **Attendance on Market Days:** Participants who agree to join the Bethlehem Farmers’ Market are required to attend the market each week that it is in session. The 2015 Farmers’ Market season runs each Thursday from May 7th through October 29th.

   i. In the event that a Participant must miss a market day [for a non-emergency], the Participant must inform the Market Manager at least a week prior.

   ii. Participants are limited to two absences during the course of the season.

   iii. In the event of an emergency, the Participant must inform the Market Manager as soon as possible.
iv. Unexcused absences may result in the termination of the Participant’s Participation Agreement and termination of its ability to operate in the Farmers’ Market.

b. **Set-up and Clean-up:** The Farmers’ Market opens at 11:00 am and closes at 3:00 pm.
   i. Participants are expected to be set-up and ready for business by 11:00 am.
   ii. Participants are limited to 2 late-arrivals or set-ups per season.
   iii. Participants may not sell to customers more than 30 minutes prior to the start of the market.
   iv. Participants are not permitted to clean-up before the market is officially closed at 3:00 pm.

c. **Inclement Weather:** The Farmers’ Market is open rain or shine and is rarely cancelled for inclement weather. Unless specifically instructed by the Farmers’ Market Manager, Participants must show up for the market regardless of the forecast. In the event of inclement weather, the Market Manager will decide whether or not the market will be held.

4. **Required Equipment:** Participants are required to have:
   a. A Tent, measuring 10’x10’
   b. Tent weights or ties for windy conditions
   c. A banner displaying the name of their business
   d. Clearly labeled products and prices
   e. An approved hand washing station if handling prepared foods

5. **Participant Space(s):** Upon signing the Participation Agreement, the Farmers’ Market Manager will, in his or her sole discretion, assign the Participant a specific space in Campus Square. The Farmers’ Market Manager may move or relocate Participant spaces, as needed, during the Farmers’ Market season.

6. **Standards of Behavior:**
   a. Participants shall at all times conduct themselves in a civil manner, respectful of other Participants, customers, Farmers’ Market managers, and others.
   b. Participants may not inappropriately approach, intimidate, or question the selling, growing, or production practices of another participant. Any and all Participant concerns about or between Participants should be brought to the immediate attention of the Farmers’ Market manager.