

## Wakefield Marketplace Guidelines\*

### **Membership**

To become a member you must:

1. Reside and produce or grow your products within 30 miles of Wakefield, New Hampshire.
2. Complete the enclosed membership application and mail it along with copies of appropriate licenses and/or certificates and a \$20 check by **MAY 1rst** to:  
The Wakefield Marketplace, P O Box 465, Wakefield, NH 03872.  
Incomplete or late applications will prevent a vendor from participating.

### **Market**

Members must:

1. Reserve a space by contacting the Market Manager (603-473-8762) no later than 6 PM Friday. A \$10 table fee will be assessed if the Market Manager is not notified of your cancellation by 6 PM Friday.
2. Plan to arrive early enough to be set up, have your car parked and ready to sell by 9 AM. No sales shall be made prior to the opening of the market day.
3. Clearly label the product(s) of another Wakefield Marketplace member in good standing when selling that member's product(s). No more than two vendors shall share one space.
4. Sell items of acceptable quality as determined by the market manager. Products deemed inappropriate will be removed. No sale of discount signs are permitted.
5. Use state inspected scales to weigh items and follow state standards for labeling.
6. Price their produce or products in line with other vendors. The Marketplace should not be used as a way to unload excess product or produce.
7. Possess the appropriate license(s) and/or certificate(s) for their products and scales as well as follow rules for safe storage and display of perishable products.
8. Maintain a tidy and hazard free area during the market day and leave a clean table or space afterwards.
9. Not bring pets to the Marketplace or smoke within the tent or building area.
10. Settle disputes in a calm, quiet and respectful manner. The Market Manager will arbitrate such cases.
11. Remain until closing at 3 PM if they are crafters. Farmers may leave at 1 PM, otherwise they must stay until closing.

\* Taken from Wakefield Marketplace by-laws. Although the Wakefield Marketplace carries insurance for its members, you are strongly advised to carry your own product liability.

Wakefield Marketplace  
P O Box 465  
Wakefield, NH 03872

Membership Application  
(please print clearly)

Your Name \_\_\_\_\_

Farm/Business Name (DBA) \_\_\_\_\_

Address \_\_\_\_\_ Town \_\_\_\_\_

Zip \_\_\_\_\_

Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

Please describe the product(s) you wish to sell (use the back if necessary):

I have attached the required license(s) and/or certificate(s) for my product(s) and a certificate for my scales:  Yes  No

My signature indicates that I have read and will abide by the guidelines for members and vendors at the Wakefield Marketplace.

Signed \_\_\_\_\_

Date \_\_\_\_\_

Mail your completed application and a check for \$20 made out to Wakefield Marketplace to the address above before May 1.