



May 2, 2017

Greetings!

The Bridgewater Farmers Market Steering Committee is inviting you to participate in the 2017 Bridgewater Farmers Market!

*The Farmers Market will be held Sundays, June 25 through October 29, from 11 am to 3 pm at the Somerset County Library – Bridgewater Branch located on the corner of North Bridge Street and 1 Vogt Drive.*

*We'd love for YOU to participate!!!*

This Season's fee schedule is set forth below:

- 1) To participate as a vendor, you must complete the Bridgewater Farmers Market Registration packet which includes a market registration, a product inventory and bylaws form by June 2. Please submit these forms along with the vendor fee to:  
EmPoWER Somerset  
34 W Main Street  
Somerville, NJ 08876  
Attn: Kristen Schiro
- 2) For the 19-week market, the fee for vendors utilizing just 1 (one) 10'x10' tent for produce/product display, the season fee is \$285. Payment of the fee should be a check or money order made payable to EmPoWER Somerset/Bridgewater Farmers Market.
- 3) Vendors are welcome to expand their display area using one additional 10'x10' tent at a cost of \$30 per season.

Please complete your registration process as outlined in the attached checklist. If you are not interested or have any questions, please let us know at your earliest convenience by contacting Kristen Schiro at 908-722-4900 via email at [Kristen@empowersomerset.com](mailto:Kristen@empowersomerset.com).

Hope to see you at the market!

Sincerely,

Bridgewater Farmers Market Steering Committee

The Bridgewater Farmers Market  
Somerset County Library – Bridgewater Branch  
Corner of North Bridge Street and 1 Vogt Drive, Bridgewater, NJ 08807



## 2017 CHECKLIST

### 1. Complete Application Materials

Complete and return the following to the Bridgewater Farmers Market, C/O EmPoWER Somerset, 34 W Main Street, Somerville, NJ, 08876.

- Registration Form
- Department of Human Services Registration Form (to be completed after acceptance)
- Registration Fee - see fee schedule below

### 2017 Fee Schedule

- For vendors utilizing 1 (one) 10'x10' tent for produce/product display, the season fee is \$285 (which includes a one-time application review fee) payable to EmPoWER Somerset/Bridgewater Farmers Market. Please note: vendors are welcome to expand their display area using one additional 10'x10' tent at a cost of \$30 per season.

### 2. Certificate of Insurance

To participate in the Bridgewater Farmers Market, you will need to provide the Township of Bridgewater with a Certificate of Insurance confirming commercial general liability insurance. Coverage limits cannot be less than the \$1,000,000. Vendor is required to name 1) the Township of Bridgewater, 2) Somerset County Library System and 3) EmPoWER Somerset as Additional Insured on its General Liability policy.

### 3. Read and return a signed copy of the Bridgewater Farmers Market By-Laws (attached).



## 2017 Bridgewater Farmers Market Registration Form

Name	Business Phone
	Cell Phone
Mailing Address	email
City	State/Zip
Farm/Business Name	
Farm/Business Address	
City	State/Zip
Farm/Business Website	

Will you accept Food Stamps?      Yes      No

Will you accept WIC vouchers?      Yes      No

If you do not participate in these programs, would you be interested in learning how to participate?      Yes      No

Are you a certified organic grower?      Yes      No

Registration fee: \$285 (which includes a one-time application review fee, plus an additional \$30 for one additional tent per season if applicable). All checks should be made payable to: EmPoWER Somerset/Bridgewater Farmers Market

Note: All vehicles will be parked away from tent space in a designated area.

I, the undersigned, certify that I read, and will comply with the by-laws and policies of the Bridgewater Farmers Market and with all Federal, State and Local health, safety and labor standards.

Signature \_\_\_\_\_



## 2017 CROP & PRODUCT INVENTORY FORM

Farm/Business Name: \_\_\_\_\_

Please list the types of crop or product you will be offering.

Vegetables:

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Fruit:

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Herbs:

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Other:

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## 2017 BRIDGEWATER FARMERS MARKET BYLAWS

### PURPOSE

The Bridgewater Farmers market has been established to support local farmers, and those who produce artisanal foods and goods to market their products in a designated area to local consumers. Successful agricultural and artisanal product marketing significantly helps in economically preserving farmland showcasing local artisans to maintain the quality of life in the region. Bridgewater benefits from this type of marketing as it provides consumers access to fresh, high quality produce and goods and attracts business activity to Bridgewater.

### “PRODUCER ONLY” MARKET

The vendors who participate in the Bridgewater Farmers Market sell what they produce or handcraft themselves. Keeping this in mind, the Bridgewater Farmers Market discourages the purchasing of products for resale.

Small purchases of crops from neighboring farmers are allowed if there is a gap in the market. These purchases are the exception rather than the rule and require written pre-approval from the Market Steering Committee.

### LOCATION & TIME

The Market will operate on Sundays from 11:00 am to 3:00 pm, June 25 through October 29, at the Somerset County Library – Bridgewater Branch located on North Bridge Street and 1 Vogt Drive Streets.

### PARTICIPATION

Participation is open to local farms and artisans who have submitted a completed application and who have been vetted and approved by the Farmers Market Steering Committee.

### FEES

The season participation fee is \$285 (which includes a one-time application review fee made payable to “EmPoWER Somerset/Bridgewater Farmers Market”) for one 10’x10’ space/tent. Vendors wishing to utilize one additional 10’x10’ tent are welcome to at an additional cost of \$30 per season. All fees collected will be used to promote and manage the market.

### INSURANCE

A Certificate of Liability Insurance is required with a minimum of \$1,000,000, naming 1) the Township of Bridgewater, 2) Somerset County Library System, and 3) EmPoWER Somerset as an Additional Insured. Certificates must be submitted by approved vendors prior to the first Market day.



## SALES AUTHORIZATION

Authorization to sell agricultural products or artisanal products that enhance the Market experience is available to growers and other vendors who have an established farming or production operation under their direct management. Only one authorization per market will be issued to each farming/production operation. The authorization entitles the farmer, producer, family members and employees of the operation to sell said produce/products grown or produced by same.

The authorization is not transferable and may be limited to a specific number per Market. The Market reserves the right to select the growers and artisans to participate. Selection is based on market location, size, composition of products offered, and prior adherence to Market regulations. Authorization to sell at the market can be withdrawn by the Market Steering Committee if a grower/producer violates Market regulations or if the market must close due to lack of support by the public.

## HEALTH INSPECTION

EmPOWER Somerset holds the Temporary Food Sale Permit for the Farmers Market. Participants are subject to random inspection by the Bridgewater Health Department. The Bridgewater Health Department enforces Chapter 24, State Sanitary Code which regulates food establishments and agricultural markets.

## SPACES

Spaces will be assigned to each participating vendor by a member of the Market Steering Committee. The spaces assigned to each vendor are to be utilized only by that vendor. Leasing or lending of the spaces is prohibited. The Market Steering Committee must receive notice that a vendor is unable to participate in that day's market at least 24 hours in advance.

## DISPLAY

Table displays should be arranged so that no seller blocks or limits the view or access of consumers to a neighboring seller. **TENTS MUST BE STURDILY WEIGHTED. THIS IS REQUIRED FOR ALL SELLERS.** Participants must supply their own scales, bags, and tables, etc. Produce scales must be acceptable to the County Department of Weights and Measures. Produce may be sold by the count, weight, bunch, or in legally acceptable containers. All other containers must identify the net weight of the contents. Produce not of fresh or good quality may not be displayed or sold. The Market Steering Committee has the right to require produce not complying with Market regulations to be removed from any stand. All prices must be posted before and during market hours. Each seller must prominently display a sign listing his/her farm or business name and address. Vendors and their employees must wear shirts, trousers/shorts/skirts and shoes. Hawking or shouting to attract customers is prohibited. Vendors are responsible to clean the area around his/her space and provide at least one trash receptacle. Vendor produced waste must be disposed of by the vendor at their base of operations.

Vendors will comply with all federal, state, and county regulation including, but not limited to, Chapter 12 of the New Jersey Sanitary Code. Vendors must also comply with the other terms and conditions which may be added for the health, safety, and welfare, of the public.



**PRODUCTS**

Only agricultural products produced from the farm of the vendor or hand-crafted by an artisan can be sold at the Bridgewater Farmers Market.

The sale of baked and other processed items will be decided by the Market Steering Committee. Growers or independent bakers wishing to sell baked or processed items must submit a copy of their local Health Department's annual Sanitary Inspection Report to the Market Steering Committee prior to the first Market day.

Full partnerships of two individuals sharing in the production of crops can participate in the Farmers Market with written pre-approval of the Market Steering Committee and supported with a partnership agreement.

**I THE UNDERSIGNED ACKNOWLEDGE THAT I HAVE READ AND REVIEWED THE 2017 FARMERS MARKET BYLAWS AND ACCEPT SAME:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name