



## Brighton Farmers Market Policies

### **Location:**

Brighton Common  
30 Chestnut Hill Ave  
Brighton, MA 02135

**Dates:** Wednesdays June 12th - October 30th

**Hours of Operation:** Every Wednesday from 2:00 pm-6:30 pm for the months of June through September.; In October the schedule shifts slightly from 2:00 pm-6:00 pm

- All vendors must arrive by 1:00 pm to set up and be ready by 1:45pm.
- The sale of products can begin no earlier than 2:00 pm unless authorized by the Market Manager.
- All vendors must remain open to customers until the market closes. Closing and packing up early at the end of day is not allowed without express authorization from the Manager.

### **Vendor Mix**

- The Brighton Farmers Market is dedicated to creating a diverse mix of vendors who complement each other and to minimizing market competition between vendors.
- The Brighton Farmers Market aims to select a mix of vendors that include farmers and growers, food producers, and supplemental and craft vendors to enhance the vitality of the market.
- All food producers must produce two thirds of their products in house using local/regional ingredients as much as possible.
- Farms must grow two thirds of their products in house. If you supply products they must be identified with signs showing their origin.

## Permits and Vendor Fees

- All food producers must be registered with Boston Inspectional Services Division ([ISD](#)) and have the proper licenses, certifications and liability insurance with the City of Boston. ISD applications, along with a \$100 check payable to the City of Boston must be submitted to the Market Manager by April 19th, 2024.
- All Vendors are responsible for understanding and complying with all State regulations that pertain to production, labeling, and displaying of product prices.
- The fee to attend each market is \$40 plus an initial \$50 processing fee. Vendors are required to pay market fees in total by June 3rd, 2024. Any vendor who does not comply with the deadline will forfeit their space for the season.
- Invoices will be sent upon our receipt of your signed acceptance letter for participation in the Brighton Farmers Market.

## Parking and Set Up

- The market is located at [30 Chestnut Hill Ave. in Brighton, MA](#) (click to see google map) in a very urban setting and all vendors must be aware of the many challenges with parking, loading and unloading during setup, and breakdown. The market staff will do our best to assist you as needed. We suggest you familiarize yourself in advance with the location and allow plenty of time for arrival and parking.
- On your first day of attendance, you will be given a vendor parking pass to be placed on your vehicle dashboard. This pass will be good for the whole season.
- There are some loading zone areas to be shared by all vendors on the Brighton Common premises.
- Vendors must unload and load all belongings one at a time; first come first serve.
- Once you have unloaded your equipment and supplies you can park in the Senior Center (Veronica B. Smith Senior Center) parking lot directly behind the Common or the Brighton Branch Library parking lot across the street from the market.
- The use of trucks or cars on the Common is not permitted at any time.
- Upon arrival on your first market day, the Market Manager or staff will guide you to your designated vendor space on the Common premises. (We will do our best to not change your spot for the remainder of season)
- All vendors are required to bring their own materials including not limited to table, **chairs**, tents, stakes, weights, display items etc. Vendors may not use chairs that are available for customers.
- All vendors must have the proper amount of weights to secure their tent so it will not blow away in strong winds. Per city of Boston governance rules you must apply at least 50 lb weights to each leg of your tent.
- All vendors must provide menu boards and or labels with prices for each item on display.

### **Clean Up**

- All vendors are required to keep their stall and surrounding area neat and orderly.
- All vendors must clean up after themselves and take all trash with them as we cannot dispose of any vendor trash in any of the public receptacles.
- Vendors who do not comply with this are subject to a cleaning fee.

### **Cancellations and Tardiness**

- By Monday of the market week you are scheduled to attend, all vendors must let the Market Manager know if they are unable to participate. Failure to do so will result in forfeit of vendor payment.
- No shows are not acceptable and may result in loss of vendor stall and season fee.
- The market will operate rain or shine unless communicated otherwise by the Market Manager.
- Being late is stressful for everyone involved and disrupts the flow of the market. Please arrive a minimum of 45 minutes before opening time. If you are running late on market day, please let the market manager know via text message. A phone number will be provided to vendors upon acceptance into the market for vendors to communicate with the market manager.
- Vendors who arrive after the market opens disrupt the entire market operation. This is unacceptable and is unfair to shoppers who support your business. If you fail to arrive before the market opens you may be asked to leave and you will forfeit the opportunity to make any income for the day.

### **Drugs and Alcohol**

- Brighton Common is the property of the City of Boston. At no time are drugs or alcohol to be distributed or consumed unless permitted for retail sale only.

### **Plastic Use at Market**

- All vendors must minimize the amount of plastic used when packaging/preparing your product.
- Please do your very best as a vendor to consider environmentally friendly alternatives other than plastic.

### **Bags and Pricing**

- The City of Boston bag ban applies to all farmers market vendors. Vendors must provide only reusable bags, recyclable paper bags, or compostable plastic bags with handles. (Paper Bags need to be 100% recyclable, made from at least 40% post-consumer recycled material, and must state that on the bag itself; Compostable Bags must be 100% compostable and be certified to the ASTM D6400 standard bag; Reusable Bags

must have 3.0 millimeters in thickness and advertised and sold as reusable bags).  
(Please keep in mind the ordinance only applies to bags with handles).

- All bags must be sold to consumers at a minimum of 5 cents per bag. A sign indicating the price of bags must be posted within 5 feet of your register. If you are a retailer selling bags you must show proof of purchase on receipt to consumers (This can be handwritten on the customer receipt).
- You can find more information regarding this ordinance [here](#).
- All items for sale must have a sign indicating the price. Items can be marked individually or with a sign board near your register area.

### **Bathroom Access**

- Bathroom access is available directly across the street from our market at the Brighton Branch Boston Public Library.
- Please be aware that the library closes at 6:00 pm so plan accordingly.

### **Electrical Access**

- Electricity is very limited, difficult to access from the park, and is reserved for our concert series.
- If you need power for your setup please try to find alternative sources such as a portable power supply (Jackery or Anker are some of the best brands) if necessary. Power supply options must be approved by the Market Manager prior to use.

### **Concert Series**

- Brighton Farmers Market hosts monthly concert series during the season in partnership with our sponsor, Harvard Ed Portal.
- The concerts are part of a greater mission to support local artists and musicians in the Allston/Brighton area with the goal of actively increasing community engagement and connection with the neighborhood.
- All vendors must be accepting of the concert series program and must acknowledge that sometimes the music can be loud. Please manage your customer transactions accordingly.

### **Marketing & Promotion**

- Vendors are encouraged to promote the Brighton Farmers Market via social media, newsletters, and other forms of advertising to enhance market awareness. The market staff is happy to discuss marketing options for vendors. Please feel free to discuss questions with them or with the Market Manager.

**HIP/SNAP/Coupon Program**

- Brighton Farmers Market has a long history of serving those individuals who may have barriers to accessing healthy local fresh food.
- All vendors who are eligible must comply with our HIP/SNAP and Coupon procedures to enhance the shopper experience for the individuals we serve.
- Vendors and staff must show a high level of customer service with these transactions.
- All vendors accepted to the market will receive our HIP/SNAP & Coupon Program procedures upon receipt of your acceptance letter.

**Market Commitment**

- Vendors who commit to participating in the market for the season must recognize this commitment. Opting out of the market in the middle of the season impacts the reputation of your business as well as the reputation of the market.
- If you have any concerns about your participation in the market please contact Jessi Rubin at [brightonfarmersmarket@abhealthcollab.org](mailto:brightonfarmersmarket@abhealthcollab.org) to discuss.

**Customer Relations**

- Brighton Farmers Market celebrates the diversity of our community and is committed to creating a safe environment where all people are welcome regardless of their ethnicity, culture, religion, language, gender, sexual orientation, or immigrant status. We encourage vendors to engage with customers about their products, and market staff will do their best to support vendors in customer interactions. Vendors are expected to welcome and accept all customers. Hostile language of any kind or physical aggression will result in the immediate dismissal of the vendor for the remainder of the season and forfeiture of any fees paid.

**Acknowledgement of Policies:**

I have read and understand the Brighton Farmers Market Policies and Guidelines and agree to abide by them. (Please type your name in full)

Vendor Signature:

Date:

I also agree to indemnify and hold harmless Brighton Common and the Brighton Farmers Market, their representatives and agents from and against all liability, claims, demands, losses, damages and cause of action or suit to any nature whatsoever arising out of or related to any market activities. (Please type your name in full)

Vendor Signature:

Date: