

## MARSHALL FARMERS MARKET Vendor Code of Conduct 2023

### Commitment to Our Community

The goal of the market volunteers and vendors is to ALWAYS act in a friendly, professional manner and be willing to serve our guests. By offering a space at the Market, we are asking for a commitment from each vendor and vendor representative to be upheld at all times.

This year's Farmers Market will be held in the H & H Auto Garage lot located at 8382 West Main Street, Marshall, VA, 20115

We kindly ask market vendors to:

- Submit market dues prior to set up on the day of your first event.
- Offer only products that you are eligible to sell under your own business license.
- Be set up and ready-to-go by the advertised start time of each market event. You will be provided a 10 x 10 outdoor space to set-up. Please contact the Market Manager if you request additional accommodations.
- Be present at your booth throughout the duration of the event. If you must leave early due to an unforeseen circumstance, please contact the Market Manager.
- Only attend market events if you are healthy and have self-screened for illness each market day
- Acknowledge and welcome all guests that come to your booth by providing the highest level of hospitality
- Promote safe operations and comply with all appropriate safety and health regulations.
- Promptly report safety and health hazards so they can be corrected before injuries results.
- Answer all volunteer or staff questions regarding farming practices factually and knowledgeable.
- Seek to proactively resolve potential conflicts with guests or other vendors, request help from a Market Volunteer, if needed.

Vendors who engage in any of the following are subject to expulsion from the Market:

- Carelessly or willfully causing destruction of any property on market grounds.
- Threatening or assaulting a fellow vendor, staff, or member of the public.
- Acting or speaking in a manner that is disruptive to the public or fellow vendors.
- Conducting any other types of business transactions not approved by market staff.

### No Shows

- Vendors are required to contact the Market Manager at least 24 hours prior to an event via email [marshallfarmersmarket@gmail.com](mailto:marshallfarmersmarket@gmail.com), or via day of contact number 302-545-8168 if they are unable to attend an event due to an unforeseen circumstance. Cancellations under 24 hours will be subject to a \$25 no-show fee. Repeat no-shows will be subject to expulsion from the market at the discretion of the market manager.

Violation of any of these terms will result in immediate expulsion from the market. I have read, understand, and will comply with the above information. For questions, please contact [marshallfarmersmarket@gmail.com](mailto:marshallfarmersmarket@gmail.com).

Signature \_\_\_\_\_ Print Name/Business \_\_\_\_\_

Date \_\_\_\_\_

