

Millbrook Farmers & Makers Market - 2026 Regulations (as per separate application)

1. Mission & Authority

The Millbrook Farmers & Makers Market (the “Market”) exists to support local farmers, producers, artisans, and small businesses while providing the community with high-quality, locally produced goods in a welcoming and vibrant marketplace.

The Market is administered by the Preseason Market Manager (“PMM”), the Onsite Market Manager (“OMM”), and the Market Committee (collectively, “Market Management”).

Gcg cxx. Market Management retains final authority over:

- Vendor selection
- Product approval
- Space assignments
- Enforcement of Market Regulations

Submission of an application does not guarantee acceptance.

2. Market Season

The Market operates every Saturday from 9:00am to 1:00pm, May 23 through October 10, 2026 (21 Markets total). The Market is open rain or shine.



3. Vendor Categories & Fees

Full-Time Vendor (19+ Markets)

Advance payment: \$575 (includes confirmed seasonal location)

Double-wide space: Additional \$275

Majority Season Vendor (12–18 Markets)

Advance payment: \$30 x number of selected dates

Payment plan: \$125 deposit due in advance + \$35 to be paid onsite on each pre-selected market date

Partial Season Vendor (5–11 Markets)

Advance payment: \$33 x number of selected dates

Payment plan: \$75 deposit due in advance + \$38 to be paid onsite on each pre-selected market date

Occasional Season Vendor (1–4 Markets)

Advance payment: 3 markets for \$99

\$38 to be paid onsite on each pre-selected market date

Membership Fee (all except Occasional Vendors): \$25/season

Electrical Access (Optional): \$25/season

All advance payments should be made by check payable to the Millbrook Farmers & Makers Market. Onsite payments can be made by check or cash.

All vendor and membership fees are non-refundable.

Returned checks incur a \$25 fee plus associated bank fees.



4. Application Requirements

To participate, vendors must:

1. Submit completed Market Application
2. Sign Membership & Application Acknowledgement

Once accepted, vendors must:

3. Provide Certificate of Insurance (COI)
 4. Sign Hold Harmless Agreement
 5. Submit vendor and membership fees
 6. Provide applicable licenses and permits
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5. Vendor Selection

The Market seeks a balanced, sustainable mix of products.

Selection is based on:

- Whether products are homegrown or produced by the vendor
- Product quality and variety
- Available space
- Farm/producer location
- Vendor's past performance
- Display presentation
- Customer demand
- Owner/farmer presence

The Market does not grant exclusivity. Multiple vendors may sell similar products if deemed beneficial to product diversity and customer choice.



The Market may limit product categories if customer traffic does not support additional vendors.

6. Product Rules

A. Grow Your Own Priority

Priority is given to vendors producing their own goods.

If selling another farm's product:

- Source must be disclosed
- Vendor must be knowledgeable about production
- No more than 33% of product types offered on a given Market day may be produced by others

Resale of non-local wholesale products is generally prohibited unless approved by Market Management.

B. Product Additions

Vendors may not sell items not listed in their Application without prior written approval from the PMM.

C. Organic Claims

Vendors advertising products as “organic” must provide proof of certification from a recognized certifying organization.



D. Quality Standards

All products must be:

- Free from visible defects, disease, or infestation
 - Fresh and properly stored
 - In compliance with applicable health regulations
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7. Set-up, Breakdown & Operations

- Vehicles must unload and exit Market grounds by 8:30am.
- Vendors must be fully set up by 8:45am.
- Sales may not begin before 9:00am.
- Vendors must remain open until 1:00pm.
- Breakdown may not begin before 1:00pm.
- Vendors should vacate premises by 2:00pm.

Vendors arriving after 8:30am may forfeit their assigned space.

8. Space & Display Requirements

- Standard space: 10 ft deep x 12 ft wide
- Tents must be 10x10 and properly weighted
- All items must remain within assigned space
- Signs permitted in front of stall

Signage



Each vendor must display a professional sign identifying the business name and location.

Pricing must be clearly displayed for all products.

9. Attendance & Absences

Vendors must attend all dates selected on their application.

Absence notice must be provided to the PMM by 9:00am the day prior.

Failure to notify:

- First occurrence: vendor charged for missed date + warning
 - Second occurrence: vendor charged for missed date + \$20 fee
 - Third occurrence: vendor charged for missed date + \$20 fee + prepayment for any unpaid future dates
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10. Electricity

Limited outlets available.

\$25 seasonal fee.

Vendor must provide and secure cords.

Generators allowed only with prior approval.

11. Health, Safety & Cleanliness

Vendors must:



- Maintain safe display areas
- Secure tents and signage
- Keep walkways clear
- Operate in compliance with all applicable laws
- Use certified scales if selling by weight

The Market and adjacent parking areas are smoke-free.

Carry-in, carry-out trash policy. Vendors must leave area clean.

Recyclable/biodegradable packaging is encouraged. Styrofoam strongly discouraged.

12. SNAP

Any vendor that participates in SNAP or other food assistance programs at the Market agrees to adhere to the rules and regulations specific to that program..

13. Parking

Vendors must park in designated areas unless otherwise authorized by the OMM.

14. Political Activity

Political campaigning for candidates or ballot initiatives is prohibited within Market grounds.

Campaigning may occur outside the Market entrance provided individuals remain at least 50 feet away at all times.



15. Student & Non-profit Participation

Student vendors (under 18) must have written guardian permission.
Under 16 must be accompanied by an adult.

Local non-profits may participate if non-political in purpose and must coordinate in advance.

16. Vendor Conduct

Vendors must:

- Pay fees on time
- Promote the Market positively
- Conduct themselves respectfully
- Resolve disputes away from customers
- Communicate concerns to Market Management

Warnings may be issued for violations.

Repeated violations may result in suspension or removal.

All fees paid will be retained.

17. Insurance & Liability

Vendors must carry \$1,000,000 general liability insurance naming **Millbrook–Town of Washington Business Association, Inc., d/b/a Millbrook Farmers & Makers Market.**

Participation is at Vendor's sole risk.



Vendor agrees to indemnify and hold harmless the Market and MBA from any claims, damages, injury, illness, property damage, or loss arising from Vendor's negligence.

The Market does not provide insurance coverage to vendors.

18. Acknowledgment

The Market is built on collaboration, professionalism, and mutual support among vendors. By signing the Market Application, Vendor acknowledges:

- Understanding of these Regulations
- Agreement to comply
- Responsibility for representatives
- Consent to inspection
- Acceptance of Market authority

These Regulations shall be governed by the laws of the State of New York.

19. Manager Contact Info

Rebecca Klima, Preseason Manager / (914) 382-1473

Millbrook Farmers & Makers Market
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