

## Durham Winter Market 2025-2026 Rules and Regulations

The mission of the Durham Winter Market is to make readily available to consumers, Connecticut grown food and promote Connecticut agriculture. The Durham Winter Market is sponsored by the Town of Durham and directed by Market Manager, Dave Mastroianni, and assisted by a volunteer committee.

### Durham Winter Market Information:

The location of the Durham Winter Market will be held inside at the Durham Community Center, 144 Pickett Lane, with the option to be held outside at the Durham Community Center (due to the good weather) bi-weekly on Saturday's from 10:00 a.m., to 1:00 p.m. The Durham Winter Market season will begin October 25, 2025 and end March 7, 2026.

### Vendor Rules and Regulations:

- Vendors must comply with the state and local health agencies and maintain up-to-date permits and licenses pertinent to their products.
- Vendor selection will be based on the Market's need for an item and certification that product is grown by the Connecticut farmer on Connecticut land.
- The Durham Winter Market reserves the right to reject the application of a vendor.
- Only vendors who have been approved by the Durham Winter Market are allowed to sell at the Market.
- All product prices must be clearly marked. Vendors are required to display their business name, and/ or farm with a sign so patrons can identify you.
- We discourage the use of chemical fertilizers, pesticides and those who operate in a non-sustainable manner. Fruit, vegetables, and herb growers must submit a copy of their crop plan as submitted to the State Department of Agriculture to be a WIC certified vendor market.
- The Town of Durham reserves the right to inspect each vendor.
- Fees are preferred to be paid in advance. If not paid in advance, please have a vendor fee at the beginning of each Market in the form of a check or money order payable to: *Town of Durham*.
- There is a maximum of 30 vendors.

### Fees and Required Documentations

- There is a \$150 application fee to participate in the Market for the entire regular season (October 2025 – March 2026).
- A regular season will consist of up to 10 weeks. The rate for a seasonal double spot will be \$225.
- The drop-in rate is \$15 per week. A double-spot drop-in rate will be \$30.
- Food Truck drop-in will be \$15
- Each vendor is required to provide a copy of their insurance certificate showing that a minimum liability limit of \$300,000 is in place. A completed and certified indemnification form will also be required. Both will need to be completed prior to the beginning of the season or submitted at the beginning of the first attended Market date. The Town of Durham must be named on the certificate as Additional insured.
- All products sold must have been grown and/or crafted in Connecticut. Ingredients for produced foods will be required with this application.
- Any vendor violating these regulations may be suspended or dismissed.

### Setup and Breakdown

- Each vendor will be given a 10-foot space to set up his or her booth.
- Vendors are to contain items for sale within their 10-foot space unless arrangements have been made with the Market Managers.
- Vendors are responsible for cleaning up their space and leaving it the way it was found.
- Vendors may arrive for setup no earlier than 9:00 a.m. and will have an hour after the market to break down.
- Vendors must be on time and those arriving after 9:30 p.m. will not be allowed to set up without making prior arrangements with the Market Managers. Vendors must be ready to sell by 10:00 a.m.
- Vendors must park in the designated vendor parking area.

### Cancellation/No Show at the Market

- Consistent weekly attendance is expected of each vendor. In the case of a necessary absence, vendors are required to notify the Market Managers one (1) week in advance. Vendors are required to stay completely set up for the duration of the entire Market. Breaking down early is disruptive to our patrons and other vendors.

### Weather at the Winter Market

- We will be opened every Saturday rain or shine. The Market will move outdoors at the Community Center, if weather permits. All vendors are expected to show up unless the Market Managers cancel. An email will be sent out to all vendors before 7:00 a.m., if there will be no Market that day.

### Help the Market Grow and get Noticed

You can email the Market Managers updates to your products by the *Monday prior to each Market* to be included in our marketing efforts. This will help you stand out and keep customers excited and up to date on new and additional products. Please share the Durham Winter Market social media weekly on your own pages and let friends and family know when you will be at our Market.

Suggestions: Do you have a thought that may help add to or improve the Market? Do you know of another vendor that may compliment our market? Please share via email or in person with the Market Managers. You can reach the Market Manager by emailing: [farmersmarket@townofdurhamct.org](mailto:farmersmarket@townofdurhamct.org)

*Approved by the Recreation Committee: 8/14/2025*

*Approved by the Board of Selectmen: 10/6/2025*