

# Old Saybrook Farmer's Market Rules & Regulations

1. All standard regulations of the State of Connecticut department of Agriculture will be followed.
2. All products must be grown or produced on each vendor/farmer's land, property, bakery, or kitchen, owned or leased by the vendor *in Connecticut*. **Nothing grown/made outside of Connecticut is allowed.** Each farmer can supplement his/her CT grown produce with other CT grown produce only in the event of crop failure, customer demand, or market shortage. Also, in the event a product is not currently being supplied or is insufficient quantity and quality, all farmers are allowed to supplement his/her produce with that product, provided it is *CT Grown*. Receipts may be required to show who the product was bought from if deemed necessary by the Market Master.
3. We are an "Exempt" market. If you want to bring something that you do not produce yourself, you need to get the Market Master's approval first (especially if another vendor already produces the same item). All items must also be listed on your crop plan(s) & sent in every year. One or both of the attached crop plans are required to be filled out each year by each vendor.
4. Old Saybrook Farmers Market will be open from Saturday, June 28, 2025 thru Wednesday, October 29, 2025. We will be open on Wednesday's & Saturday's from 9:00-12:30.
5. Fee \$275 if you'd like to attend 2 days per week (both Wednesday & Saturday), \$225 to attend 1 day per week (just Wednesday or just Saturday) or \$30 for guest vending for 1 day for the season per attendance. These fees are for completed applications received before March 1<sup>st</sup>. Only complete applications received before March 1<sup>st</sup> will not be charged the late application fee. Please make check payable to "Chris Bassette". **Completed applications received after March 1<sup>st</sup> will incur a \$25 late fee (\$300 for both days/week for the season & \$250 for only 1 day/week for the season).**
6. All vendors are required to have Certificate of Insurance for \$300,000 with the "Certificate Holder" as follows:  
  
Willbrook Properties  
147 Main Street  
Old Saybrook, CT 06475
7. Each vendor is responsible for setting up, closing down, displaying, and cleaning his/her site. Each vendor is also responsible for providing a tent to protect his/her products from the elements.
8. Each vendor must leave his/her site in the same condition as he/she found it. They must keep it clean and dispose of any trash.
9. Each vendor is required to display the name and location of their farm/business.
10. All scales must be certified with a CT Weights and Measures Department seal.

11. All vendors will comply with the local and State of CT Health Department regulations. Any state and/or local applicable licenses must be on file with the Market Master. ***If you are selling any food item***, you will need to check in with Scott at the Connecticut River Health District (Old Saybrook Health Dept) at 860-661-3300 to see if they require any special licensing at least 1 month before the market opens.
12. All prices must be clearly marked. Prices are between the individual vendor and his/her customers.
13. All sales taxes are the responsibility of the individual vendor. A copy of a current retail sales certificate should be filed with the Market Master.
14. All vendors and their employees must maintain a **non-smoking policy** during the market. There is **no smoking allowed** anywhere within the market area.
15. All vendors will cooperate with the local Police Department, property owners, and town regulations.
16. Selling days and time will be designated at our annual meeting as well as our opening, closing days and any special/holiday markets.
17. Only members of this market association may sell at this market.
18. All vendors and their employees must be courteous and honest to all customers. There will be no profanity, shouting, or causing disruption to the market.
19. All vendors and their employees must dress in appropriate attire.
20. Any questions, comments, or complaints shall be directed to the Market Master.
21. The Market Master will determine any penalties for violators.
22. No refunds of any market dues under any circumstances.
23. To maintain the quality of the Old Saybrook Farmer's Market, violation of any of these guidelines may result in suspension or expulsion from the market.
24. Completed applications (applications, certificates of insurance, crop plan(s), health permits, sales & use permit, & fee) are due by mail no later than **March 1<sup>st</sup>**. Vendors who send in their paperwork after the **March 1<sup>st</sup>** deadline will be charged a \$25 late fee. Please mail completed applications back to:

**Chris Bassette**  
**77 Tryon Street**  
**South Glastonbury, CT 06073**

***\*\* Please do not email any part of your application. Your complete application must be mailed with your market fee to the above address. Thank you. \*\****

# 2025 Old Saybrook Farmer's Market Agreement

Agreement made this \_\_\_\_ day of \_\_\_\_\_, 2025 between the undersigned and the Old Saybrook Farmer's Market Association, fully and completely state the agreement between the undersigned and the Old Saybrook Farmer's Market.

1. Agreement to abide by the Old Saybrook Farmer's Market Association Rules and Regulations.
2. A) I have received a copy, read and agree to abide by the Old Saybrook Farmer's Market Rules and Regulations.  
  
B) The information I have provided in my application/crop plan(s) is accurate and complete. I will provide the Old Saybrook Farmer's Market Association Market Master with additional information, as needed, to verify the claims made in my application and my compliance with the Old Saybrook Farmer's Market Association Rules and Regulations. The information I subsequently provide will likewise be accurate and complete.  
  
C) I agree to allow a representative from the Old Saybrook Farmer's Market Association and/or a representative from the Connecticut Department of Agriculture to inspect my farm on an as needed basis as part of this agreement.

Signature \_\_\_\_\_ Date: \_\_\_\_\_

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

Farm Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

## **Full Time Vendors:**

**2 Days/Week**       **1 Day/Week** -  Wednesday Only       Saturday Only

## **Guest Vendors** - Please pick the date(s) you'd like to attend:

**Saturdays:**     Sat, 6/28     Sat, 7/5     Sat, 7/12     Sat, 7/19     Sat, 7/26  
 Sat, 8/2     Sat, 8/9     Sat, 8/16     Sat, 8/23     Sat, 8/30     Sat, 9/6  
 Sat, 9/13     Sat, 9/20     Sat, 9/27     Sat, 10/4     Sat, 10/11     Sat, 10/18  
 Sat, 10/25

**Wednesdays:**  Wed, 7/2     Wed, 7/9     Wed, 7/16     Wed, 7/23     Wed, 7/30  
 Wed, 8/6     Wed, 8/13     Wed, 8/20     Wed, 8/27     Wed, 9/3     Wed, 9/10  
 Wed, 9/17     Wed, 9/24     Wed, 10/1     Wed, 10/8     Wed, 10/15     Wed, 10/22  
 Wed, 10/29

### **Completed Application Checklist**

- Completed & signed Farmers Market Agreement
- Completed Crop Plan &/or Specialty Crop Plan
  - Certificate of Insurance  
(listing "Willbrook Properties, 147 Main Street, Old Saybrook, CT 06475"  
as Certificate Holder)
- Health Permits for Food Vendors
- Payment (checks made out to "Chris Bassette")

Mail all forms & payment to "Chris Bassette, 77 Tryon St, South Glastonbury, CT 06073".  
Thank you!