



The Merrimack Market (the "Market") was created by the Merrimack Agricultural Commission with the purpose of creating a venue for local farmers and growers to make their products available to the public.

Dates: Every Wednesday from June 15 through October 12, 2016

Time: 3:00 p.m. to 6:00 p.m.

Location: Vault Storage, 526 Daniel Webster Highway, Merrimack, NH

Rules and Regulations

Vendor Registration: Each full time vendor will be assigned a numbered space for the season which will be a permanent number. Numbered spaces will be assigned on a first-come, first-serve basis. Numbered spaces will be issued by the Market Manager upon receipt of a completed application along with proof of insurance and any licenses that are required. Fees for the 2016 season will be \$125.00.

Products: The Market is primarily an agricultural market, but also provides a venue for a variety of products in local industries. The following are the types of vendors that will be allowed at the Market:

- a) An **agricultural vendor** is a vendor who sells food, fiber, plants or flowers and agricultural products grown in New Hampshire by the vendor or the vendor's employees.
- b) A **prepared food vendor** is a vendor who sells ready to eat food or drink provided by the vendor in New Hampshire in a home or licensed community kitchen.
- c) A **craft vendor** is a vendor who sells items that do not qualify as agricultural or prepared food and that are hand-crafted in New Hampshire by the vendor in their home or shop.

Products must be clearly labeled in accordance with state and federal law.

Insurance: Each vendor must carry their own product liability insurance. Proof of insurance must be received with your application. All licensing required by law must be on file with the Market. If you are advertising organic products, the proper certification must be submitted. All vendors under the age of 18 left alone at the booth must have current working papers on file with their employer.

Licensing: The following information was compiled by the Town of Merrimack's Fire Department/Health Division. This information does not preclude compliance with all regulations pertaining to farmers markets and food safety.

- a) **Baked Goods Sales:** Home-baked non-refrigerated non-hazardous food sold at the Market does not require a Homestead Food License from the Merrimack Health Division or from the New Hampshire Food Protection (He-P 2310). Cities may require home kitchens to be licensed. Foods that require refrigeration (i.e., dairy, meat products, some fruits and pickled food) require food licenses (He-P 2311). Out-of-state food licenses can be accepted (He-P 2312). Merrimack food licenses are issued for 12 months.
- b) **Wild Mushrooms** (NH Food Code 3-201.17): Mushrooms must be individually inspected and found to be safe by an approved mushroom identification expert. This requirement does not apply to cultivated mushrooms that are regulated by a food regulatory agency or packages of mushrooms from a regulated food processing plant.
- c) **General Meat Sales Information:** The Town of Merrimack has a Class G License (\$50.00) which allows the farmers to sell frozen USDA inspected meats and poultry on their farm (He-P 2304). The New Hampshire Food Code does not allow open cutting or handling of meat without being in an enclosed mobile unit. The unit must contain a 3-bay sink, hand sink and commercial refrigeration, as well as being fully screened in. This unit must be inspected for cleanliness and food safety procedures. Seller of meat products should be able to produce a copy

of the licensing document. The label on meat should contain the meat plant's inspection number (USDA seal), species, cut, net weight, ingredients statement and safe handling instructions. Meat products are required to be transported refrigerated at less than 41°F or frozen.

- d) **Chicken:** Chicken (poultry) producers can sell raw chicken, fresh or frozen, without a license at the Market, if they fall under the USDA small producer exemption. The USDA exempts small producers under 1,000 birds from inspection. The Market is considered an extension of their farm so the USDA does not restrict sales only from the farm. New Hampshire does not have a meat inspection program to oversee or inspect small meat producers. Chicken (poultry) has to be slaughtered under sanitary conditions, in easily cleanable areas and records are to be kept on how many are raised and sold. Food Safety professionals recommend selling product frozen for better temperature control during summer months. Product must be maintained at 41°F or less or kept frozen.
- e) **Beef, Pork or Lamb:** Beef, pork and lamb are regulated by the USDA and are required to be USDA inspected. Beef, pork and lamb animals are required to be slaughtered and packaged at a USDA facility. The beef, pork and lamb producers can sell these products from their farm or at a farmers' market. Meat vendors can sell USDA inspected meats (beef, lamb and pork) direct to consumers at the Market. These must be frozen, individually cryo-vaced and have the USDA seal on the package. They cannot sell custom cut meat because this is only allowed for personal use and should be stamped not-for-sale.
- f) **Game Meat (Elk, Deer, Bison, Rabbit, etc.)** (NH Food Code 3-201.17): Farm-raised game for sales are under voluntary USDA inspection. Game meat sold at farmers' markets or farm stores are required to be in the voluntary USDA inspection program.

Setup: Vendors may check in and set up their assigned space one hour before the Market opens. Vendors must be ready to sell at the opening of the market and may **NOT** sell before the Market opens. The farm/business name must be clearly displayed. Tentage must be secured at all times and in case of high winds must be taken down. The Market site may not be permanently altered (i.e., tent stakes). Tents may be secured to cinder blocks, but may not pose a safety hazard.

Trash/Clean Up: Each vendor will have a trash receptacle in their stand and is responsible for policing their site before, during and after the market is open. Each vendor is responsible for the removal of their own trash. Assigned spaces must be cleaned and vacated by 6:30 p.m. "Leave it cleaner than you find it".

Equipment: Running water, Wi-Fi and an outhouse are available at the location. All equipment (i.e., chairs, tables, tentage, parasols, trash receptacles, hand sanitizer, gloves, etc.) will be provided by each vendor. Any scale used at the Market must be certified by the Division of Weights & Measures. Each vendor selling by weight or weighable products must have their own scale.

Conduct: Vendors must conduct themselves in a professional manner at all times. Shirts and shoes are required. Open alcoholic beverages and tobacco products are prohibited. No vulgar language.

Safety: This is an open-air market and will be held rain or shine. In the case of heavy wind or lightening, the Market will be closed or suspended until the threat has passed.

Pets/Children: Dogs on leashes and accompanied by their owner will be allowed at the Market. All other pets or livestock are not allowed. Service animals will be permitted. Small children must be supervised at all times.

Pricing: Prices must be clearly displayed. Prices may not be changed after the Market is open. The *New Hampshire Weekly Market Bulletin* may be used as a pricing guide. If your business is registered to accept WIC vouchers, please display a sign at your booth. Each vendor is responsible for advertising their farm name and products that they have for sale each week.

Market Manager/Aide: Please report any concerns or disputes to the Market Manager or Market Aide. If they are not available, please contact Bob McCabe (603-759-2737) or the Market at merrimackfarmersmarket@gmail.com.

Additional Resources for Vendors:

NH Department of Agriculture, Markets and Foods: <http://www.nh.gov/agric/index.html>

NH Market Association: <http://www.nhfma.org>

NH Department of Health and Human Services: www.dhhs.nh.gov

UNH Cooperative Extension: <http://extension.unh.edu>

Town of Merrimack: <http://www.merrimacknh.gov>