



**the
BARNs**
at New Market
2024 Seasonal Market Rules and Regulations
April 20 – October 31, 2024

I. Eligibility Requirements

The use of the Barns at New Market Seasonal Market Building will be restricted to sellers of locally produced agricultural products such as fruits, vegetables, plants, herbs, eggs, honey, flowers, and/or wreath/arrangements. Sellers of all other approved products will be placed in the Value-Added Building at the discretion of the Market Manager. Vendors/Producers from St. Mary's County will be given preference to participate in the Barns at New Market Seasonal Market. A minimum of 75% of all producers must be from St. Mary's County in addition the goal of the Barns at New Market Seasonal Market is to have 75% of all products originate from St. Mary's County. Vendors/Producers from St. Mary's, Charles, Calvert, Prince Georges, and Anne Arundel may submit an application for consideration. Vendors/Producers from outside of St. Mary's County must be offering a product that is not already produced/available by a St. Mary's County vendor/producer.

II. General Rules

- A.** The Barns at New Market Seasonal Market will operate at 29133 Thompson Corner Road, Mechanicsville, MD 20659. The phone number for the Market Manager is 240-561-0758.
- B.** The Barns at New Market Seasonal Market will operate Monday through Saturday 8 am to 5 pm in the Seasonal Outdoor Building and Saturday 9 am to 3 pm in the Value-Added Building. April 20 – October 31, 2024. Additional application and fee is required for participation in Holiday Market (November – December) and Winter Market (January – March).
- C.** The Barns at New Market Seasonal Market is NOT a PRODUCER ONLY Market. Resale of farm and market-related products will only be permitted under the following conditions:
 - 1.** Products must be produced in St. Mary's, Calvert, Charles, Prince George's and/or Anne Arundel Counties unless exception is made by the St. Mary's County Department of Economic Development Agriculture Division. The goal of the Barns at New Market Seasonal Market is to have 75% of all product originate from St. Mary's County.
 - 2.** A reseller at the Barns at New Market Seasonal Market must maintain and be able to produce evidence of procurement that addressed #1 above, including name, purchase date, products sufficient to support a food recall under Maryland State Law.

3. A reseller must be compliant with all applicable local, state, and federal laws regarding health, safety, and commercial operations, such as PACA, HACCP, PSR or GAP, and must be able to produce evidence of said licenses or plans.
 4. All persons intending to sell in the Barns at New Market Seasonal Building must, prior to participation in the Barns at New Market Seasonal Market, file an application with the St. Mary's County Department of Economic Development Agriculture Division verifying their County of residency and source of items to be sold. Vendors are to provide a list of products expected to be sold at the Barns at New Market Seasonal Market. Any changes to the product list must be approved by the St. Mary's County Department of Economic Development Agriculture Division. Approval of application is required before you sell.
 5. All vendors shall expect the St. Mary's County Department of Economic Development Agriculture Division designee to inspect their production facilities as necessary with prior notice and proper identification made at the time of inspection.
- D. All vendors participating in the Barns at New Market Seasonal Market must comply with the sanitary rules and regulations imposed by the St. Mary's County Health Department. All vendors are also responsible for complying with or obtaining necessary licenses and/or permits are necessary to comply with St. Mary's County, State and Federal rules and regulations (please submit a copy of any applicable license and/or permit with your application).
- E. All vendors shall be provide a certificate of insurance consistent with the Barns at New Market Seasonal Market requirements and indemnify and release St. Mary's County from liability. If you do not have a certificate of insurance the following **RELEASE AND WAIVER OF LIABILITY, ASSUMPTION OF RISK, AND INDEMNITY AGREEMENT** must be signed.
- F. **Vendors shall strive to sell only products of the highest quality and freshness in keeping with the Barns at New Market Seasonal Market's desired image. Any reasonable request to replace product(s) shall be honored by the vendor.**
- G. All vendors will pay a fee to sell at the Barns at New Market Seasonal Market and complete an application which must be submitted at least fourteen days prior to selling at the market. The St. Mary's County Department of Economic Development Agriculture Division designee may conduct an on-farm visit prior to approval of the application. **Market fee must be paid to the Commissioners of St. Mary's County in advance of participating and are non-refundable.** Vendors utilizing the 7-month rate discount must commit to being present and conducting sales every Saturday or you will be asked to remove your product daily and your space may be re-assigned.

St. Mary's County Residents

- SEASONAL RENTAL – April 20 – October 31, 2024: Fee per space for the 7-month period will be \$1,750.00. (You will keep the same space).
- SEASON DAILY – April 20 – October 31, 2024: Daily fee per space will be \$10.00 for weekdays and \$25.00 for Saturday. (Your space will be assigned daily).

Other Southern Maryland Residents

- SEASONAL RENTAL – April 20 – October 31, 2024: Fee per space for the 7-month period will be \$2,600.00. (You will keep the same space).
- SEASON DAILY – April 20 – October 31, 2024: Daily fee per space will be \$15.00 for weekdays and \$35.00 for Saturday. (Your space will be assigned daily).

Additional Option

- FREEZER/REFRIGERATION UNIT – All Freezer/Refrigeration Units must pay an additional fee of \$100.00 per device per month. Vendor must use Freezer/Refrigeration Units available at the Barns at New Market. Vendor should install a temperature monitoring unit. The Barns at New Market and the Commissioners of St. Mary's County assume no liability for product loss.
 - Freezer Case Refrigeration Case
 - Walk In Freezer Walk In Refrigeration
- ELECTRICITY FEE – Any other electrical device that is plugged into an outlet must pay a fee of \$10.00 per device per day.

- H. Vendors renting a space on a daily basis are expected to remove all items and displays at the end of each market day. Failure to remove stands and debris will result in a fee of \$25 per day and that vendor not being permitted to sell in the future at the Barns at New Market Seasonal Market until that fee is paid.
- I. All vendors shall be responsible for the cleanliness of their selling area. All vendors agree to keep the Barns at New Market Seasonal Market area reasonably free of any trash generated by the market activity, and to remove all trash from the Barns at New Market Seasonal Market premises at the end of each market day. This includes horse manure; you are expected to take all waste with you at the end of every day. **The Barns at New Market Seasonal Market will charge a \$250 cleaning fee to be paid prior to the next market day, or the seller will be denied access if horse manure is not cleaned up.**
- J. No alterations to the building of any kind are permitted. No installation of tarps or permanent sale structures. No installation of any fixture to the structure of the building. If damage is done to the building, a fee will be charged to fix it. No tables or sale structures allowed on the concrete sidewalk. Picnic tables may not be used as sales structures. One pop-up tent (up to 12 ft. x 12 ft. in size) per space rental may be used by the vendor. Pop-up tent must be in good condition with a black canopy. **Pop-up tents must be secured in place using weights and must be removed daily.**
- K. Each vendor must have a sign to identify themselves. Only approved signs may be attached to the building and must be authorized by the Market Manager.
- L. No self-serve boxes are allowed. Each vendor or their representative must be present for the sale to occur.
- M. Complaints against any vendor regarding the origin of their produce or goods must be directed to the attention of the St. Mary's County Department of Economic Development Agriculture Division in writing. The complaint resolution process:
 1. The St. Mary's County Department of Economic Development Agriculture Division will respond in a timely manner to a signed, written complaint.

2. The St. Mary's County Department of Economic Development Agriculture Division will investigate the complaint and may conduct an inspection and report its findings to the complainant.
3. As a condition of being a vendor at the Barns at New Market Seasonal Market, the vendor agrees to allow entrance to and inspection of the farm and production facilities at any time for any product sold to verify products origin. Vendors must provide evidence of procurement and verification product was locally produced.
4. If a vendor appears to be causing a problem at the Barns at New Market Seasonal Market, the St. Mary's County Department of Economic Development Agriculture Division will notify the vendor in writing of their suspected violation and request compliance by the next market day. If a vendor is suspended from the Barns at New Market Seasonal Market, the vendor will forfeit their market fee.
5. Further failure to comply will result in suspension from the Barns at New Market Seasonal Market. The St. Mary's County Department of Economic Development Agriculture Division reserves the right to cancel the approval of any vendors application if and when the St. Mary's County Department of Economic Development Agriculture Division finds said grower or producer in violation of any of the aforementioned rules and eligibility requirements. The decision of the St. Mary's County Department of Economic Development Agriculture Division's decision will be final.

III. Modifications

The St. Mary's County Department of Economic Development Agriculture Division reserves the right to revise the General Rules and Regulations any time as it deems appropriate.

IV. Fees

Fees are **payable by cash or checks to Commissioners of St. Mary's County**. **All fees must be paid in advance of selling at the Barns at New Market Seasonal Market.** Outstanding balances will be assessed \$35.00 per month. Barns at New Market Seasonal Market access will be suspended during the period of delinquency.

For questions of more information about applying to be a vendor, please contact Mary Della Trossbach, Market Manager at 240-561-0758.