



**TOWN OF WESTFORD  
OFFICE OF THE TOWN MANAGER**

TOWN HALL  
55 Main Street  
WESTFORD, MA 01886  
Telephone (978) 692-5501 Fax (978) 399-2557

**2019 WESTFORD FARMERS MARKET (WFM)  
FARM & FOOD VENDOR APPLICATION**

**2019 Season Dates:** Tuesdays, July 9 – August 27

**Hours:** 2:30 – 6:30 PM

**Location:** Westford Town Common (Boston Rd & Main St)

**Applications Due:** March 4<sup>th</sup> 2019

**Fees:** \$25 for a 12' x 12' Booth, \$200 for the eight week season. You may request multiple booths.

Additional and updated information is available on the town web site (<https://www.westfordma.gov/WFM>) and our face book page, <https://www.facebook.com/Westford-Farmers-Market-364458177705502>.

Please fill out the application, review the Rules and Polices, Release and Indemnification, Waiver, sign at the bottom. Attach a copy of your Insurance Certificate and Email it to the Town Manager's office ( [tmaa@westfordma.gov](mailto:tmaa@westfordma.gov) or address above). If your application is accepted and approved you will get a return email with additional information including payment options.

Business Name: \_\_\_\_\_

Contact Name(s): \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

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

Cell #: \_\_\_\_\_

Payment forms accepted:  Credit/Debit  SNAP  HIP

Dates you'd like to Attend:

All \_\_\_                      July 9                      July 16                      July 23                      July 30  
August 6 \_\_\_                      August 13 \_\_\_                      August 20 \_\_\_                      August 27 \_\_\_

Please list items to be sold (Attach a separate list if there are more):

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**Rules and Policies**

- You are not allowed to use stakes but you must secure all tents and other amenities to maintain a safe area.
- No set up prior to 1:00 pm. You must be set up by the time the market opens and may not take down before the market closes.
- Always use crosswalks.
- You must leave your area as it was found. No moving benches, or leaving ice, debris or garbage.
- If samples or preparation (i.e. Corn Husking) generate waste you must provide and remove disposal container(s).
- The town of Westford has a ban on [Polystyrene containers](#) and [Single Use](#) bags. You must comply with the town by-laws.

**Weather exceptions:** If there are inclement weather conditions the Market manager will make a public announcement to inform market shoppers, farmers and vendors of the lightening or other conditions. Farmers and vendors may choose to leave if they feel unsafe due to the presence of lightening or other inclement weather conditions. If poor weather is forecast the Town Managers office will contact you via Cell and / or Email by noon of the day of the market.

**Unloading/Parking:** Temporary unloading and loading may take place on Lincoln St. (or another legal space). However, all vehicles must be moved and parked at 39 Main St during market hours.

**Scales** must be sealed and inspected per Massachusetts laws.

**Signage:** All Vendors must post prices for all items. All “Brought In” products must label place of origin.

**INSURANCE**

All Vendors must submit an Insurance Certificate showing General Liability Coverage and **MUST** list the **Town of Westford, 55 Main Street, Westford, MA** as an Additional Insured.

**PERMITS**

If you are vending food you will need to submit a Farmers’ Market Permit Application to the Westford Health Department after your vendor application has been accepted. Instructions will be included with your acceptance packet. All food vendors must have a valid food permit from the city or town where the food is stored and/or produced.

**RELEASE & INDEMNIFICATION**

In consideration for participation in the WFM, and for other good and valuable consideration hereby acknowledged, I agree to forever release the Town of Westford, WFM, and all of their agents, employees, officers, directors and volunteers (the “Releasees”), from any and all claims, actions, rights of action and causes of action, damages, costs, expenses, compensation and attorneys’ fees that may have arisen in the past, or may arise in the future, directly or indirectly, from known and unknown personal injuries to myself or property damage resulting from my participation in the WFM. I hereby further agree that I will indemnify, reimburse, defend and hold harmless the Releasees against any and all legal claims and proceedings of any description that may have been asserted in the past, or may be asserted in the future, directly or indirectly, including claims for damages, costs and attorneys’ fees, by others or by me or my heirs, successors, assigns arising from personal injuries to myself or others or property damage resulting from participation in the WFM. I hereby covenant for myself, my heirs, successors and assigns not to sue the Releasees on account of any such claim, demand or liability.

**WAIVER**

By submitting this application, I hereby agree to comply with the **RULES** and **POLICIES** in all respects. I further agree to abide by the decisions of the Releasees regarding the interpretation and enforcement of any provision of the **RULES** and/or of **POLICIES**. I specifically understand that, in consideration for processing my application, I waive any and all rights to pursue any civil or criminal process against the Releasees as it relates to any decisions and/or action taken in interpreting or enforcing the **RULES** and **POLICIES** by the Releasees. I understand that by submitting this application, I am waiving legal rights that I may have as described above, and I do so voluntarily.

I have read and understand the Rules & Policies, Release & Indemnification, Waiver, and swear to abide and respect them.

Print Name	Signature	Date