

SoNo Farmers Market @ Ryan Park

2023 Vendor Guide

The SoNo Farmers Market is Norwalk's very first (and only) city-hosted farmers' market. Our mission is to enhance the quality of life for the community; to present fulfilling activities for families, children and all to partake in, while supporting local agriculture and artisans by providing a venue for locally grown foods, handcrafted items, and farm products. Located at Ryan Park on Day Street, the 2023 market season starts on July 30th and runs every other Sunday until November 19. Vendors can arrive to set up as early as 9 am and must stay until the market closes at 3 pm. There is no vendor fee to participate.

I. MARKET INFORMATION

SoNo Farmers Market
Ryan Park, Day St, Norwalk, CT
10 am – 3 pm
Every other Sunday

Market dates:
7/30
8/13, 8/27
9/10, 9/24
10/8, 10/22*
11/5, 11/19*

*Fall festival

II. UNLOAD/LOAD

a. Available vendor parking highlighted



a.

- b. Vendors unload/load from parking space.
- c. Vendors may NOT unload/load on the corner of Raymond St. and Day St.
- d. Vehicles are NOT allowed in the market area whatsoever. Vehicles are only allowed in parking spaces, unless coordinated with Market Manager.
- e. Vendors may arrive to set up as early as 9 am. No vendors will be allowed in the unload area after 9:30 am.
- f. All vendors must stay until the close of the market at 3:00 pm. A “Sold Out” sign may be placed if you sell out of product, but your tent, tables, etc. must remain in place
- g. Vendors must leave area clean at the end of the market day.
- h. Vendors are responsible for the disposal of their own trash.
- i. All market trash bins and City bins are for customer trash only. Please help us keep our park clean!
- j. Vendors must be packed and ready to leave the market area by 4 pm.

III. EQUIPMENT AND SET UP

- a. Vendors are responsible for bringing their own equipment (tents, tables, chairs, etc.).
- b. Each vendor site covers an area of 10’ x 10’. More space can be requested with the Market Manager no later than one week before the market.
- c. Wind/weather can be unpredictable and incredibly strong and dangerous. Tents must be weighted/anchored down.
- d. Vendors are responsible for any damage or injury that should occur due to negligence in securing their tent. Staking is not allowed.
- e. Access to electricity is VERY limited. Please notify the Market Manager if electricity is needed.
- f. Each vendor set up must reflect food safety, consumer safety and a hazard free environment for visitors.
- g. Vendors should set up, display, and package products to protect them from outdoor elements.
- h. NO PLASTIC BAGS!

IV. MEDIA

- a. All vendors must submit photographs of their products.
- b. The City of Norwalk may use photos from social media in promotional material.
- c. The City of Norwalk may photograph the event, vendors may be in photo.
- d. Vendors must authorize the City of Norwalk the right to take, edit, copy, publish, and make use of any and all pictures or video taken of them and their product to be used in promotional material.
- e. Vendors must grant permission to the City of Norwalk to use and reproduce their portion of photo images they have posted on social media channels.

V. FOOD VENDORS

- a. Per the CT Department of Public Health, the following farm products are exempt from the Seasonal Food License Requirement:
 - a. Fresh produce (fresh, uncut fruits and vegetables)
 - b. Unprocessed honey
 - c. Maple syrup
 - d. Farm fresh eggs (must be stored and maintained at 45 degrees F or lower)
- b. All other FOOD vendors must purchase a Seasonal Food License (\$175). **Fee will be covered by Market Management if application is submitted on or before August 5, 2023.**
- c. Should vendor wish to add or change products brought to the market after submitting an application, the vendor must make the request no later than 2 days before the market.
- d. Basic Food Booth Requirements:
 - a. Keep foods at safe temperatures
 - i. Cold foods below 41°F
 - ii. Hot foods above 135°F
 - iii. Reheat foods to 165°F
 - b. Wash hands frequently
 - c. Sanitize utensils & cutting boards
 - d. Do not cross contaminate (separate raw & cooked foods)
 - e. No smoking!
 - f. Use utensils – not your hands
 - g. Keep foods covered
 - h. Do not eat while working (do not “pick” at food)
 - i. Wear hair restraints
 - j. Do not work if you are ill
- e. All food served must be from an approved source and prepared in a licensed commercial establishment (no home cooking or preparation allowed).

(Refer to Seasonal Food Vendor Permit Application for more information)

VI. CANCELLATIONS

- a. The SoNo Farmers Market is held rain or shine.
- b. In the case of severe and dangerous weather conditions, cancellations will be determined by the Market Manager and announced in an email the evening before the market.
- c. Vendors must notify the Market Manager the Friday before the market if they will not be attending. Advance notice is greatly appreciated.

VII. OTHER

- a. There will be no discrimination based on race, color, creed, gender, religion, sexual orientation, age, or nationality.
- b. No proselytizing, military recruitment, or political campaigning is allowed at the market.
- c. Pets are not allowed at Ryan Park.
- d. Vendors must agree to exercise the utmost care in the use of facilities and properties of the SoNo Farmers Market, Ryan Park, the City of Norwalk, and adjoining private and public properties.
- e. **Vendors must agree to indemnify and hold harmless the City of Norwalk, the SoNo Farmers Market, its directors, representatives, employees, and all agents for all claims, actions, judgements, losses, costs, attorney fees, and damages whatsoever, including claims arising by reasons of accident, injury or death caused to persons or property of any kind, arising out of, in connection with, or incident to the Market, except those caused by the sol negligence of the Market or City of Norwalk.**