

## **MARKET REGULATIONS**

The following regulations are intended to ensure that markets run smoothly on the day, provide a wide variety of produce and are safe for the customers. The range of stalls permitted at a particular market is dependent on the size of the market, the expected footfall and potential for growth. There is no guarantee that you will always be the sole producer of a particular product. There is a membership fee of £10 for each market that a trader joins.

- Traders must have and carry with them public/product liability insurance that provides cover up to £5 million while trading at SFM markets. Day manager will check the documents at least once a year. Traders who cannot produce insurance on three consecutive occasions will not be able to return to that market until the day manager has seen the insurance
- Food producers must have an appropriate food hygiene certificate, be registered as a food business with the local authority and adhere to the relevant regulations.
- Alcohol producers are responsible for ensuring that they have the correct license.
- Traders are responsible for ensuring that products comply with trading standards, are clearly priced and show weights for pre-weighed items. Ingredients should be listed when a product is made up of more than one item.
- Electrical equipment including cables used on the stall must be tested annually and will be checked by a day manager for evidence that this has been done.
- Traders must be ready to trade when the market opens and remain until the end of the market. Stalls and stallholders must be clean and well presented. All trade waste must be removed from the market site at the close of trading.
- Traders must keep within the pre-agreed range of produce to sell and must discuss with the day manager and the coordinator if wishing to alter or add to this range.
- The day manager has oversight of the operation of a particular market including the layout of the market, the collection of fees, health and safety issues and information to new traders.
- Traders who 'pay on the day' may have the pitch fee collected at any time during the market including before the market opens for business and should come prepared to pay.
- The coordinator and day manager should be notified of all cancellations. If notice of a two weeks or more is given then a £10 fee will be charged. The full stall fee will be charged for late cancellations including 'no shows'. Appeals may be made to the Chair of the Board if there were particularly difficult circumstances.
- The markets are communities of individual producers who work together to make each event successful. This relies on the goodwill, cooperation and effort of each market member. Members should avoid posting 'humorous' or negative comments about other members on social media.
- Every effort should be made to resolve complaints or disputes informally. If however a resolution cannot be reached, the issue may be taken to the Chair of the Board.