

Colesville Community Market (CCM) Handbook

The Colesville Community Market (CCM) is a church-sponsored endeavor that seeks to offer and promote local artisan, enterprises representing artisans from disadvantaged or minority groups, and food enterprises and provide access to locally designed and crafted creative items. This new market will offer items for consumption as well as unique products for enjoyment and use.

CCM Mission Statement:

A congregation in the community for healthy souls and bodies

3 John 1:2 – “Dear friend, I pray that you may enjoy good health and that all may go well with you, even as your soul is getting along well.”

CCM GOALS:

- To stimulate local economy
- To support healthy communities
- To promote enterprises representing needy/disadvantaged groups

CCM OBJECTIVES:

- To provide access to a variety of healthy, nutritious foods, tasty edible delights, and quality locally-made/handmade items
- To inspire children, youth, and adults by connecting them to various artisans
- To foster an economic and social community

Market Location

The CCM operates at the Colesville United Methodist Church Parking Lot at 52 Randolph Road, Silver Spring, MD 20904. The nearest intersection is New Hampshire Avenue and Randolph Road (across from the Giant Shopping Center).

Market Operations

This handbook outlines the priorities of the CCM and its operational procedures. These are intended to assure that vendors and organizers of the CCM understand and will abide by the rules and expectations as outlined in this document. The CCM seeks to operate the market in such a way that honors God first, with honest and ethical business practices and draws customers and vendors who support and share this priority.

Market Dates

The market is open every Saturday from May 19 through September 29, 2018 from 9am to 1:30 pm. It begins the weekend before Memorial Day and runs through September 29. The Market will be open every Saturday even on holiday weekends.

Vendor Responsibilities

1. All vendors must have a sign clearly showing their business name or business type name.
2. Each vendor will be responsible for all equipment and supplies for the setup of a booth. Displays should be constructed in such a way that they do not block customer walkways nor pose any other hazard to customers.
3. Vendors who provide samples and/or products that will result in waste material, such as cups, napkins must provide containers for waste disposal.
4. Vendors are required to keep their market space neat and clear of obstacles, litter, and debris.
5. All assigned spaces must be swept clean and waste bagged and removed at the end of each market day. Vendors are responsible for the disposal of trash. Improper cleanup and disposal will lead to dismissal from the market for that season. Vendors must provide garbage receptacles for any waste generated by their wares, and remove their own garbage from the market. Receptacles provided by the Market are intended for the use of our customers and guests.
6. Sellers must post prices. It is expected that prices will be fair to consumers, the seller and fellow sellers. Collusion among sellers to attempt to influence prices is strictly prohibited.
7. No smoking, alcoholic beverages, or firearms are permitted at the market.
8. All products offered for sale must be of good quality and condition. The Market Master reserves the right to direct any inferior goods be removed from display. Failure to remove products deemed inferior will result in loss of market privileges.
9. Each vendor in the market must be directly involved with or knowledgeable about the production of the produce or products being sold at the market and be able to communicate honestly with consumers.
10. All vendors must provide proof of general liability coverage in an amount not less than \$300,000 AND name Colesville Community Market, the property owner, and the market sponsor as additional insured.
11. Vendors are responsible for the actions of their representatives, employees, or agents.
12. Vendors may offer samples with the proper licensing.

***Additional items may be added on as needed.*