



## Fredericktown Farmers' Market 2023 Vendor Application

Please read and sign the attached Fredericktown Farmers' Market Policies. Submit your completed Vendor Application or questions to this email address:

[Fredericktownfarmmarket@gmail.com](mailto:Fredericktownfarmmarket@gmail.com) or USPS to : Colleen Gregg 18868 Zolman Rd,  
Fredericktown, OH 43019

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

- I plan to attend all the market dates
- I plan to attend only the following market dates
- |        |     |      |      |      |      |
|--------|-----|------|------|------|------|
| June   | 6/1 | 6/8  | 6/15 | 6/22 | 6/29 |
| July   | 7/6 | 7/13 | 7/20 | 7/27 |      |
| August | 8/3 | 8/10 | 8/17 | 8/24 | 8/31 |

### Products to be sold:

The Fredericktown Farmers' Market is open to vendors of local products. Food products need to be locally produced.

Please list the products you expect to sell and the dates available:

Crop/Product	Date Available

## Signature of Agreement

Fredericktown Farmers' Market does not require vendors to carry liability insurance, however, insurance is recommended. The following statement releases FFM from liability for any issue that may arise, including illness, injury, property damage, etc.

Fredericktown Farmers' Market is not responsible for product liability or the paying of sales taxes by individual vendors. The Market is not held responsible in any way for any loss of vendor property by theft, vandalism, weather or anything outside of the control of the market or volunteers. Tents are to be weighted and secured properly. Vendors agree to indemnify and hold harmless FFM and assignees from and against all liability, claims, demands, losses, damages, levies and causes of action or suits of any nature whatsoever, arising out of or related to activities at the Fredericktown Farmers' Market.

By signing this application, I agree that:

1. I have read, understood, and agree to the guidelines contained in this application and the attached 2023 Market Policies.
2. I will obtain and provide all applicable permits, licenses, and photo identification from local, state, and federal regulatory agencies.
3. FFM reserves the right to deny any vendor application or ask a vendor to discontinue participation in the market.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Please make checks for \$20 vendor fee payable to the Fredericktown Community Development Foundation. Application fee is due at the first market date, or before with application submission.

Would you like to make a donation to help with advertising and marketing costs to promote the Market? Please include your donation with the vendor application amount. Thank you!!

Photo Release: I agree to allow photos of my image to be used for promotional publication, news release, and /or educational purposes. Note: if you are uncomfortable with photos, a photo release is not required to sell at the market. We will respect your right to not be photographed, but please note we have no control over visiting media outlets.

- Yes, I agree to allow photos
- No, I do not agree to allow photos



## **2023 Market Policies**

### **THURSDAYS JUNE - AUGUST**

### **4-7 pm on the**

### **Fredericktown Square**

#### **APPLICATIONS/VENDING AREA/SIGNAGE:**

- ❖ All vendors are required to provide their own table, chairs, and tent. Set-up and tear down are done by the vendors themselves. We encourage vendors to help assist each other with set-up and tear down and to get to know one another.
- ❖ The acceptance of vendor applications to sell at the market will be at the discretion of Fredericktown Farmers' Market (FFM). The FFM will work to create a balance of products available to customers.
- ❖ \$20 Vendor fee due from participating vendors on the first market date. Checks may be made to:  
Fredericktown Community Development Foundation or FCDF ❖

The 2023 FFM will not be set up to accept SNAP and WIC.

- ❖ Vendors will have an assigned setup location.
- ❖ The market management reserves the right to adjust any vendor's space on the day of the market to maximize the market space and make an inviting space for customers. (i.e. if there have been vendor cancellations, to move vendors closer together.)
- ❖ Vendors should arrive 30 minutes prior to beginning market time and be prepared to sell the entire 3 hours of each market day. If you sell out of your goods, you are permitted to leave.
- ❖ There will be no sales from vehicles or vendor space until the start time of the market. There should be no early sales. There will be no reselling of produce purchased from auctions or other farm markets.
- ❖ Vendors must display required signage at their stall on every market day. This signage includes:
  - Prices on all items or sign that states prices - *vendor provides this signage*
  - Ingredient and identification labels on all packaged products - *vendor provides*
  - Applicable licenses and permits - *in the possession of the vendor*

#### **LICENSING AND PERMITS:**

Each vendor is required to have proper licensing and permits for the products being sold. Vendors must abide by all laws pertaining to their sales at the market. Insurance is strongly encouraged.

Home produced goods are considered Cottage Food Production Operations and these vendors must follow the guidelines of the Ohio Department of Agriculture. For more information on Cottage Food Production visit: <http://www.agri.ohio.gov/foodsafety/docs/CottageFoodOperation-factsheet.pdf> for rules and guidelines.

For food safety and handling (packaging, and labeling) questions and licensing, contact:

Knox County Health Department

<http://www.knoxhealth.com/>

For food safety, packaging, and labeling information and licensing contact the Ohio Department of Agriculture:

<http://www.agri.ohio.gov/foodsafety/>

Ohio Department of Agriculture and the Knox County Health Department will be invited to do inspections as they determine necessary.

- ❖ They may inspect each vendor at the market.
- ❖ Inspections may be announced or unannounced.

The FFM recommends that all produce vendors go through the Good Agricultural Practice (GAPs) training.

- ❖ This is a 3 hour training that ALL produce vendors must have. Upon completing training you will receive a certificate of completion as proof. Your certificate is good for 3 years.
- ❖ Training will be offered in Knox County as well as other counties. You are permitted to attend other county training.
- ❖ If scales are used, they must be available for approval by the Knox County Auditor's division on Weights and Measures.

### **VENDOR PRODUCT GUIDELINES:**

- ❖ All plant, produce, meat, eggs, flowers, canned goods, baked goods, artisan foods and other items for sale at the market must be raised or produced within 25 miles of Fredericktown.
- ❖ Produce must be clean before it reaches the market.
- ❖ Produce must be kept off the ground. Pumpkins are exempt.
- ❖ Vendors should follow Good Agricultural Practice (GAP).
- ❖ The FFM works to create a balance of products available to customers.
- ❖ All food products must be packaged, stored, and displayed per Ohio Department of Agriculture and Knox County Public Health guidelines.
- ❖ Vendors selling prepared foods must have a label that includes: name, address, list of ingredients, "*Home Produced* ", and indicate potential allergens per ODA's Cottage Food Laws (see attached).

### **VENDOR CONDUCT GUIDELINES:**

- ❖ We will be encouraging market customers to respectfully ask about their food and food sources. You are expected to be prepared to openly and honestly share this information. Giving a customer false information about your products will result in a violation. The integrity of the market relies on it.
- ❖ Free samples are permitted and encouraged. A visible trash receptacle must be provided for customers to discard items when providing samples.
- ❖ Vendors must adhere to all city, county, state, and federal laws and regulations.
- ❖ Vendor Parking: Vendors will be instructed on the proper parking and unloading procedures on site.
  - ❖ The FFM is a smoke-free environment. Smoking is prohibited in the market area.
- ❖ Vendors are to clean their areas: remove all produce, containers, signs, and trash before they leave.
- ❖ Vendors will not be allowed to bring their pets to the market. Only service dogs with the proper licensing are allowed at the market. This is to protect customers and sellers at the market from any harm or danger.
- ❖ Vendors shall conduct themselves in a courteous and respectful manner to vendors and customers, and administrators.

**WEATHER POLICY:** The FFM will generally be open rain or shine, except in cases of severe weather.