



Creekside Farmers' Market 2009 RULES AND REGULATIONS

1. Days, Hours and Location of Operation

- a. The Creekside Farmers' Market is held on Wednesday afternoons. The market will be held at Creekside Plaza, 123 Mill Street, in downtown Gahanna. In 2009, the Market will open July 8th and will be held weekly through October 28th. Due to an event already scheduled on October 14th at Creekside Plaza, we will not hold a market on that day. The market will resume on October 21st. Sale hours will be from 4 p.m. to 7 p.m. Vendors are to set up between 2:45 p.m. - 3:45 p.m. If you are set up and ready to sell before 4 p.m. you are welcome to start selling. Any vendor not set up by 3:45 p.m. may be refused participation for that day. Vendors are to be prepared for sales to commence at 4 p.m. and plan to stay until 7 p.m. Product should be in enough supply to sustain sales throughout the market day. The market will proceed as scheduled - rain or shine. In the event of severe weather, or you are unable to attend, please contact the Market Manager, Barb Drobnick at (614) 638-7809.

2. Space Assignment and Cost

- a. Vendor spaces are available in 10'x10' parcels for \$200.00 for the sixteen week season, and must be paid in advance by or on July 8th. Spaces are assigned on a first come, first-served basis upon receipt of application. Vendors may rent more than one space. Rental fees are non-refundable. A limited number of week-to-week spaces are also available on a first come, first-served basis at a rate of \$17 per week. Requests for weekly space rental should be submitted to the Market Manager. All spaces are well-paved sections of walkway between businesses and public space at Creekside.

3. What Can Be Sold

- a. Ohio food products made at the vendor's home; or produce grown on Ohio land and controlled by the vendor, such as:
 - i. Vegetables grown from seeds, sets, or seedlings on land owned or leased by the seller
 - ii. Fruits, nuts, or berries grown on land owned or leased by the seller
 - iii. Plants grown by the seller from seeds, bulbs, transplants, or cuttings on land owned or leased by the seller
 - iv. Bulbs propagated by the seller
 - v. Cut or dried flowers, herbs or seeds, raised by the seller on land owned for leased by the seller
 - vi. Honey and bee products from the seller's bees
 - vii. Eggs from poultry owned by the seller*
 - viii. Meats from animals raised on Ohio land owned or leased by the seller*
 - ix. Cheese or dairy made from animals raised on land owned or leased by the seller*
 - x. Preserves, jams, vinegars, infused oils made by hand of the seller
 - xi. Baked goods, candy, snack food made by the hand of the seller
 - xii. Consumable goods utilizing farm grown products (i.e. soaps, wool, etc.)

****All health department regulations (temperature control, air contact etc.) pertaining to the sale and transport of any fresh food (raw meat, eggs, dairy, etc.) sold at the Creekside Farmers' Market must be observed.***

- b. Products sold at the market must be grown or produced in Ohio by the applicant. Both local producers and those outside of central Ohio are welcome. Vendors may sell farm grown produce, baked goods, consumable goods and flowers (including plants, herbs, honey, preserves, and flower baskets). Vendors must abide by Section 3715.025 of the Ohio Revised Code regarding Cottage Food Production (i.e. must state that it is a home produced product). They may sell items not potentially hazardous (bakery products, jams, jellies, candy, fruit butter), but are not permitted to sell acidified food, low-acid canned foods, or potentially hazardous foods (cooked vegetables, cheesecakes, pumpkin pies, custard pies, cream pies, pickles, etc.). For additional information, see the Food Safety Division information on www.ohioagriculture.gov.

4. **Diversity of Produce/Products**

- a. To enhance the diversity of produce/products available at the Creekside Farmers' Market, vendors may request approval to bring produce from a neighboring farm or homegrown/homemade edible products, herbs, or plants not specifically addressed above. The Coordinator on a case-by-case basis with the following considerations will review requests for approval:
 - i. The produce or products would be a unique offering to the Creekside Farmers' Market
 - ii. The same/similar produce or products are not available from other vendors at the market
 - iii. There is a high shopper demand for the produce or products
- b. Vendors intending to bring any products not "home-made" in his/her home; or produce that was not grown on his/her land owned or leased; **must** contact the Market Coordinator by phone or by email to obtain prior authorization by Monday of each week for advance approval. Do not bring unapproved produce or products on market day on the assumption that approval will be granted upon your arrival at the Market. Vendors will not be permitted to sell unapproved items that day.
- c. Produce must be traded from another farm; not purchased at wholesale for resale directly from other local growers. All products sold must be Ohio grown. These products when brought to the Market from another grower must clearly be signed prominently and displayed (with product) stating the name and location of the farm where it is grown and any required farm certification.
- d. In no case may any farm, seasonal or otherwise, sell produce that was purchased at wholesale for resale at the Creekside Farmers' Market. The wholesale purchase of produce from the terminal, or the "trade" of produce at the terminal, is strictly prohibited. Growers that have been determined to be selling products purchased at wholesale for resale at the Creekside Farmers' Market will be required to leave the Market and forfeit their reservation fee.
- e. We reserve the right to restrict crafts and the sale of other products: If you intend to offer crafts at the Market, you must contact the Coordinator for advanced approval by Monday of each week. Only those craft items that are made from farm-harvested materials can be sold.

5. **Merchandising Displays/Set-Up/Parking/Clean Up**

- a. Vendors may use off street parking and Valet area on Mill Street for loading and unloading only. Due to limited space for loading/unloading and the number of vendors, we ask that each vendor unload everything at the curb quickly and move their vehicles out of the loading area as quickly as possible. At the close of the market, move everything to the curb and then bring your vehicle to quickly load up. Your co-operation and courtesy is greatly appreciated in helping to make this all work smoothly. Vendors are to move their vehicle to the Creekside parking garage (fee) or to the public parking lot at High and Town Streets in Olde Gahanna. We encourage the use of the parking garage as it is closer to the venue. The cost of parking there is included in your booth space fee. We limit one parking pass per vendor application. Vendors must supply their own aesthetically pleasing tables, chairs, canopies and/or tents. Sale tables and all produce for sale must be confined within the sales boundary lines as designated by the Creekside Farmers' Market. If your tables or produce/products are set outside of the designated sales boundary lines and is determined by the Market

management to be impeding the safe flow of customer traffic you will be asked to place all your products within the designated vendor boundaries. Each vendor is to remove all refuse and containers from their assigned space.

6. **Pricing**

- a. Farmers set their own retail prices, but must display them clearly in writing by utilizing one or more of the following signage techniques:
 - i. Individual price stickers on each item or
 - ii. Individual price signs for each type of product, or
 - iii. List of prices on a large sign or board

7. **Licensing/Labeling Requirements**

- a. All processed foods and baked goods must be clearly labeled with ingredients. If you processed foods or baked goods in your home, the label must include the words “home made” or “cottage made.” If you sell a product on which sales tax is required to be collected, you are required to obtain a vendor’s license. For information, contact the Ohio Department of Taxation at (614) 466-7351. Vendors selling organic foods must provide the appropriate certification and must present a copy to the Manager. You must carry liability insurance when applying for vendor space and sign a waiver of liability.

8. **Weights & Measures/Appropriate Methods of Sale**

- a. You must follow the guidelines for the sale of produce provided by Franklin County. Contact the Franklin County Auditor’s office. If you use a scale, it must bear the seal of inspection from that office. It must also bear the certificate of conformance seal. Call (614) 462-7380, or email asshield@franklincountyohio.gov.

9. **Alcohol, Firearms Prohibited**

- a. No alcohol or firearms will be permitted on the grounds of Creekside.

Violation of any of the above Farmers’ Market Rules and Regulations may cause forfeiture of the right to continue as a Farmers’ Market participant.

**2009 Creekside Farmers' Market
Application for Farmer and Cottage Industry Vendors**

An OGCP/Creekside Farmers' Market representative will contact you by phone/email to confirm availability and reservation. Once application is approved, fees are non-refundable.

Contact Name: _____

Business Name: _____

Mailing Address: _____

Telephone: _____ **Fax:** _____

Email: _____

Business and/or Product Description:

10' x 10' Vendor booth spaces are available for the season (July 8 – October 28, 2009)

Please request appropriate selection:

Number of spaces for the season _____ x \$200.00 = \$ total due or _____ Weekly space(s) at \$17 each per week

**Make Checks payable to: OGCP/Creekside Farmers' Market
Mail to: Barb Drobnick c/o Honey Grove Botanicals
74 Mill St., Gahanna, OH 43230**

For more information contact: Barb Drobnick c/o Honey Grove Botanicals at (614) 638-7809.

Include: Check for payment

By signing below I agree to comply with the rules and regulations set forth in the 2009 Creekside Farmers' Market registration materials.

Signed: _____ **Date:** _____