



Market Rules & Guidelines 2018

Statement of Market Purpose & Philosophy.

The Beavercreek Farmers Market is intended to provide healthy, locally grown fresh foods and horticultural products to the residents and visitors of Beavercreek. We encourage recycling, the use of earth-friendly products, small business, and increasing local commerce. The Beavercreek Farmers Market provides a venue for the sale of organic and non-organic produce, food products, and primarily producer-grown or made goods.

Standard Policies & Procedures

Code of Conduct.

In order to promote the Market as a whole to the community of Beavercreek, all members of the Beavercreek Farmers Market will behave towards customers, association members, staff and volunteers, in a professional manner which fosters a sense of Market community, camaraderie, and a spirit of cooperative involvement. Negatively discussing other vendors at the Market with other customers or vendors is prohibited. Failure to comply with the Market code of conduct may result in expulsion from the Beavercreek Farmers Market at the discretion of the Market Directors.

Hours of Operation.

The Beavercreek Farmers Market shall operate 3:00-6:00 PM every Thursday, May 24-September 27, 2018.

Quality.

The Beavercreek Farmers Market strives to provide a marketplace where fresh and wholesome local products are sold. The Market Director shall have the responsibility of maintaining quality vendors' participation in the Market. Vendors may only sell products that they have been approved to sell. All for-sale items must be constructed, produced, or grown by vendors themselves or an associated local farmer. Commercial products will not be permitted for sale or resale at the Beavercreek Farmers Market.

Exhibit Space & Displays.

There is no charge for exhibit space at the Market. One vendor space is defined at two (2) adjacent parking spaces in the North parking lot at Beavercreek Nazarene Church. Each vendor is responsible for bringing, providing, and removing any and all equipment and supplies required for business at the Market. This includes, but is not limited to signs, canopies, tents, tables, chairs, money (change), and other equipment as needed. Electrical access is not available in the North parking lot. If canopies or tents are used, they must be firmly secured by the vendor for wind protection.

Market Director reserves the right to assign and locate all vendors, should the need arise. Additional exhibit space, or a micro-space, may be available, pending Director approval.

Set Up, Tear Down ,& Clean Up.

Vendors are permitted to begin setup as early as **2:00 PM on Thursday afternoon.**

Each vendor is responsible for cleaning his/her space to the satisfaction of the Market Director. All display items, merchandise, and trash must be removed by the vendor at the close of the Market day. Beavercreek Nazarene Church will not provide storage for any vendor's display items or merchandise. Exhibit spaces must be left in the same condition as when the vendor arrived.

Permitted Market Items.

The Beavercreek Farmers Market and Market Director reserve the right to limit products and numbers of vendors for the benefit of the Farmers Market as a whole. Vendor applications must include a complete list of products to be sold. Only those approved products listed on the application will be permitted to be sold. If a vendor would like to add a product(s), please supply written notification to the Market Director for review and approval prior to selling. The sale or consumption of alcoholic beverages on the Market site is strictly prohibited. Handicraft items will not be permitted for sale at the Beavercreek Farmers Market.

We encourage applications from local vendors with the following products:

- * Fresh produce
- * Seeds, seedlings, and potted plants, flowers
- * Processed foods (ex: cheese, chips, etc.)
- * Baked goods
- * Honey, maple syrup, beeswax
- * Eggs

Pricing.

Pricing of goods sold at the Market is solely the responsibility of the individual vendor. All items for sale should have a clearly displayed price that can easily be seen by Market customers. It is a violation of federal law to discuss pricing with other vendors.

Health Practices.

All vendors must adhere to sanitary procedures as outlined by the State of Ohio and the Greene County Combined Health District. Any vendor found selling contaminated foodstuffs or produce, or selling in the Market without proper health precautions, shall be suspended from selling operations until satisfactory clearance has been obtained from the Greene County Combined Health District and the Market Director.

Organic Labeling.

All vendors are required to advertise truthfully and to respond to customers' questions in a like manner.

Laws, Permits, Regulations, & Liability.

Vendors are responsible for collecting and remitting their own sales tax. Vendors must abide by all Federal, State, County, and City laws, regulations and ordinances, and are responsible for all permits/licenses required by the State of Ohio and/or Greene County. Vendors must provide the Market Director with evidence of compliance prior to entry into the Market, and upon request anytime thereafter. Vendors are required to obtain and maintain individual General Liability insurance against any claim that may occur at the Farmers Market. The Beavercreek Farmers Market should be listed as a Certificate Holder on the declaration page and a copy should be provided to the Market Director annually.

By signing a copy of the Market Guidelines, the vendor agrees to waive any and all liability of the Beavercreek Farmers Market for claims, actions, or damages.

Grievances & Authority.

Market Director.

The Market Director has the authority to deny any person the privilege of operation at the Market who, in his judgment, is using methods that are detrimental to attendance at the Market or who is contrary to the Market rules, regulations or by-laws. The Market Director has the right to deny any person the privilege of selling a particular item that, in his judgment, is detrimental to the attendance at the Market or is contrary to Market policies.

The Market Director has complete authority to interpret and implement policy on the Market site. The Market Director has the authority to order and remove any person or vendor from the Market who is guilty of any violation of these Market regulations, or who may be

guilty of violation of any ordinances of the state of Ohio, Greene County, or the city of Beavercreek, or who fails to obey any lawful order of the Market Director.

The Market Director is responsible for enforcing all Market and public safety regulations, including space assignments, Market rules and guidelines. In the event an issue arises between vendors and a reasonable solution cannot be reached on their own accord, the Director has the final say as to the resolution of the problem. If you have any questions or concerns you wish the Beavercreek Farmers Market to address, please submit your concerns and proposals in writing to the Market Director.

Grievance Policy.

The Market Director is responsible for enforcing the Market rules. Violations will be discussed and resolution attempted. Vendors selling prohibited items will be asked to remove those items from sale or leave the Market. Unresolved problems will be referred to the Market Director. Continued violations will result in vendors being banned from the Market.

Any vendor who challenges another vendor's product(s), legitimacy, display, or conduct must file a written complaint with the Market Director, giving the name of the vendor and the specifics of the situation that may not be in compliance with Market rules. The complainant must date and sign the complaint and the Market Director will attempt resolution.

The Market Director has the right to impose disciplinary action at the market site. Vendors have the right to a hearing before the Farmers Market Chair within two weeks of any disciplinary action. The Market Director has the authority to grant exceptions to the Market policies on an individual basis. Should any vendor, at any time, occupy the premises in a manner contrary to this agreement, upon request of the Market Director, the vendor shall immediately cease such offending conduct. Failure to immediately comply as requested shall be cause for revocation of daily privilege to sell at the Market and may result in expulsion from the Market. Upon revocation the vendor shall promptly vacate the premises. Upon failure to vacate, the Market shall have removed all property of vendor from the premises at vendor's expense. The Market is relieved and discharged from any and all loss or damage caused by such removal. The Market shall not be responsible for storage or safekeeping of property so removed.

I have read and understand the Beavercreek Farmers Market rules and guidelines and will do my best to add to a sense of camaraderie and community at the Market.

Name _____ Business Name _____

Signature _____ Date _____

Please return a signed copy of this form to the Market Director.