

OARDC Mid-Week Farmers Market 2009 Vendor Agreement

Only farmers, family members, partners, employees or members of a cooperative farming group may sell produce/products that they have grown or produced. **NO BROKERS OR RESELLERS ARE PERMITTED.**

You may supplement your produce by no more than 25% with produce from other nearby farms as long as it is identified with the name and address of the producer.

Produce offered for sale must be grown, harvested and cared for post-harvest to assure customers receive fresh, high-quality fruits and vegetables. The market reserves the right to inspect and to spot visit any farm or establishment throughout the season.

Products and produce labeled organic must be certified and labeled by a National Organic Program accredited certifier.

In addition to produce and other agricultural products and baked goods (subject to all applicable labeling and handling requirements of state and local regulation), the following non-edible items may be sold at the farmer's market: flowers, plants, dried flowers, dried plant arrangements, gourds, beeswax, beeswax products, wool fiber, wool fiber products and soaps/ lotions. **All materials must be found, grown, foraged and/or produced by the producer on his or her farm or land.** Other items can be considered at the discretion of the market association and approval given prior to the market day.

Individual producers will be responsible for adhering to product labeling regulations, registering scales and conforming to applicable city, state, and federal laws including the securing of any licenses required for the operation of your market space. Labeling Requirements are included in this packet.

Exhibit space dimensions are approximately 10 ft wide x 10 ft deep. The actual space is intended to accommodate a standard 10x10 pop-up canopy shelter and also have room to access the rear or side of the vendor's parked vehicle.

PAYMENT FOR EXHIBIT SPACE

Full season program - prepaid	\$100.00 (22 weeks)
Half season program – prepaid and according to preselected dates	\$66.00 (11 weeks)
Prepaid for selected weeks	\$10 per week
Paid prior to market start (based on space availability)	\$11 per week

All payments are to be made by check and made payable to: **The Agroecosystems Management Program.** Refunds for any cancellation may be eligible for prorated refunds at the discretion of The Market Management.

FARMERS MARKET HOURS

Every Wednesday afternoon beginning May 27 and ending October 21, 2009 3 pm to 6pm

PARKING AND TRAFFIC

No cars, trucks or trailers will be parked on any space leased to vendors, except those remaining stationary and serving as part of the exhibit. No vendor will be permitted to operate service cars or trucks in the exhibit area during the show hours.

No alcoholic beverages of any type will be permitted on any The Ohio State University property.

VENDING AREA

Upon arrival, all vendors must register with the appointed Market volunteer to confirm exhibit location assignment. The display area will be available for set-up at 2:00pm on Market day. No vending is permitted prior to the 3pm market start time. **No display booth shall be dismantled or removed from the market grounds before 6:00 p.m. on Market Days unless permission is secured from The Market Management.** All signage and displays will be installed so as not to reasonably interfere with the function and visibility of neighboring vendors.

ZERO WASTE COMMITMENT

Each vendor will be responsible for keeping their space free of debris and litter. Refuse and recycling containers will be provided. With our goal to generate zero waste, The Market management encourages all participants to sort all recyclable material in the appropriate containers and to minimize materials needing disposal.

RETAIL SALES:

Vendors are responsible for all transactions, including providing change and collecting applicable sales tax.

SHELTER AND SUPPLIES

All vendors are responsible for supplying their own shelter, tables, chairs, decorating, and signage.

ELECTRICITY

Electricity (single phase 110) will be furnished to the edge of the booth area as requested on the registration form. Only surge protected power strips may be used as extension cords. The use of any extension cord which is not a surge protected power strip is not permitted per State Fire Marshal regulations. All junction boxes and electrical receptacles shall be located at least 4 inches above ground level. All temporary wiring shall meet the requirements of the National Electrical Code for temporary wiring.

SAFETY REGULATIONS

Vendors are required to maintain adequate safety standards. Standards must comply with applicable codes and local, state, and federal safety regulations. The Market Management reserves the right to curtail any activity deemed a hazard to the public.

Clearance

Exhibitors must maintain a minimum of 10-foot clearance between any part of their exhibit and overhead power transmission lines.

Fire Safety Requirements

Ohio Revised Code requires that all participants meet Ohio Fire Code regulations.

No Smoking

The smoking or carrying of a lighted pipe, cigar, cigarette or other smoking paraphernalia is prohibited.

Compressed Gas Cylinders

All compressed gas cylinders must be secured in accordance with the Ohio Fire Code. All gas connections shall be tested in accordance with NFPA 58 directives.

PARTICIPATION IN MARKET RESEARCH

Vendors at the OARDC Mid-Week Farmers Market are encouraged to participate in data collection, surveys and other research organized by the Market Management throughout the market season in order to assist in various research projects and activities.

INSURANCE REQUIREMENTS

Each 2009 vendor is required to have in effect and maintain for the period of their participation in The OARDC Mid-Week Farmers Market, a policy of comprehensive general liability and product liability insurance against claims of personal injury or death or damage to property occurring upon the exhibitor's rented space, all demonstrational extensions of that space, and the vendor's storage area, or any other area of the University premises. The period of the OARDC Mid-Week Farmers Market includes the set-up and tear-down periods. The general liability and product liability insurance (including contractual liability) shall provide coverage in an amount sufficient to cover all liabilities assumed by the vendor hereunder. A copy of Proof of Insurance must be submitted with the completed 2009 Vendor Application.

RELEASE AND INDEMNIFICATION

In consideration for being permitted to vend at the OARDC Mid-Week Farmers Market, the vendor hereby agrees to indemnify, hold harmless and release The Ohio State University and its Trustees, employees, agents and officers from liability for injury, loss or damage of any kind that relate in any way to vendor's participation in the OARDC Mid-Week Farmers Market.