

2010 Knightstown Farmers' Market Agreement

1. Purpose

The primary purpose of the Knightstown Farmers' Market is to provide consumers an opportunity purchase locally fresh quality produce from local growers and producers.

2. Market Location and Dates

Knightstown Town Square, Eastside of Constitutional Square on North Washington and US 40. Every Saturday, beginning June 12, 2010 thru October 13th, 2010, from 9:00 a.m. to noon. Every Wednesday, beginning June 9, 2010 thru October 9, 2010, from 4:00 p.m. to 7:00 p.m.. No sales permitted before 9:00 a.m. on Saturday's and before 4:00 p.m. on Wednesdays. The market will operate rain or shine. The market coordinator reserves the right to cancel or terminate the market early due to extreme weather conditions.

3. Market Master

The Knightstown Market Master is the Knightstown Chamber of Commerce Farmers' Market Committee. The Senior Market Master is Greg Tielking. The Market Master will have authority over the operation of the Farmers' Market including vendor qualification and space assignment. All vendors must check in with the Market Master prior to setting up, including showing proof of required permits and paying the appropriate space fee. The Market Master will assign all vendor spaces. The Executive Committee (see end of document for names of Executive Committee) may resolve any disputes and consider appeals from the decisions of the Market Master.

The Market Master reserves the right to terminate the market, change the time or place of operation, or alter any of the market guidelines at his/her discretion.

4. Market Fees

Saturday Fees are \$5.00 per parking space per week. Vendors may purchase a season pass for \$25.00 which covers the fees for one space the entire market season, including Wednesday's participation.

Wednesday Fees are \$5.00 per parking space per week. Vendors may purchase a season pass for \$25.00 which covers the fees for one space the entire market season, including Saturday's participation.

The fees for Knightstown Chamber of Commerce members will be waived.

5. Permitted Wares:

The primary purpose of the Knightstown Farmers' Market is for the offering for sale articles for human consumption such as locally grown or produced meat, dairy, eggs, fruits, vegetables, edible grains, nuts and berries, aviary products, maple syrups, or articles such as flowers and plants grown and offered for sale by the grower or producer, members of his/her family, or his/her employees. Additional items such as fresh and dried herbs and spices, honey, flower arrangements, un-popped popcorn, and some minimally processed food items. Home crafted items such as soaps, candles, artwork, jewelry, and brooms may be sold. Other items approved by the

Market Master may be sold. No flea market items will be permitted. In order to maintain enough activity for the entire Farmers' Market season, vendors of other items may display and sell other homemade or locally produced items at the discretion of the Market Master. The sale of eggs, cheese, meat, fish, poultry, or refrigerated dairy products is permitted. Final determination of this issue is at the discretion of the Market Master.

Minimally processed food items include maple syrup, jams, jellies, preserves, fruit butters, sorghum, frozen persimmon pulp, dried vegetables, dried fruits, baked goods, cider and other processed juices. These processed food items may be prepared in a licensed, approved kitchen.

Items processed by a HBV (Home Based Vendor) is currently saleable under Indiana law. Both items produced in an approved kitchen or by a HBV must have proper labeling, which must consist of the following:

- Name of Product
- Name and Contact Information of Producer
- Location of Preparation
- Date of Preparation
- Ingredients
- Net Weight
- Price

HBV must also allow a label with the following warning:

“This product is home produced and processed and the production area has not been inspected by the State Department of Health” in at least 10 point type.

Flavored oils and vinegars must have appropriate pH testing documentation with a pH meter. Please contact the Henry County Health Department for more information.

Shell eggs may be sold only after the vendor exhibits a current egg vendor license issued by the State Egg Board. The address is Indiana State Egg Board, David J. Steen, Executive Administrator, Poultry Science Building, Purdue University, West Lafayette, IN 47907. His phone is 765-494-8510. Eggs must be held under refrigeration at an ambient temperature of no greater than 45 degrees Fahrenheit. The carton must be dated and labeled with vendor's name and address.

Honey may be sold if the vendor is registered with the Indiana State Department of Health. Any vendor selling honey is required to inform customers, either verbally or in writing, the danger of feeding honey to infants and children less than two years of age.

Maple syrup guidelines are available at the Henry County Health Department.

Meat vendors must obtain a food permit. Meat must be kept frozen at all times. Meats must be processed from an establishment inspected by the Indiana Board of Animal Health or the United States Department of Agriculture. Appropriate labeling must be clearly stated on each meat product sold.

Any questions regarding minimally processed food or pH items should be directed to the Henry County Health Department.

The Henry County Health Department and the Market Master have the authority to ask for items to be pulled from your selling area at the market.

6. Vendor Terms

All vendors must complete the application and agreement and pay fees prior to selling at the market.

All vendors are solely responsible for all claims, injuries, and damages resulting from their sale of unsound or unsafe goods and/or their participating in the market.

Vendors are responsible for and shall fully comply with all applicable laws, regulations, and ordinances pertaining to their farm products, and shall have obtained all necessary licenses, permits, and inspections prior to selling any farm products at the market.

Vendors are solely responsible for their own tables, change, bags, scales and weather and sun protection devices.

If selling by weight, vendors are responsible to provide certified scales. Please contact the Henry County Health Department at 765-521-7056 for more information.

Vendors must have their personal items, equipment, vehicles, and trash removed from the market by 12:30 p.m. on Saturdays and 7:30 p.m. on Wednesdays.

Each booth space is allowed one vehicle. It is suggested you display your name each week. This will give customers the opportunity to get to know you and your products.

Goods may be sold directly from vans, trucks (one ton or smaller) or cars. Vendors must furnish their own tables, chairs, or other display arrangements. In case of inclement weather, vendors must furnish their own protection.

Prices must remain consistent throughout the entire market time day.

Vendors must keep their produce in good condition. Low quality or dirty vegetables, fruit, etc. should not be displayed or sold. Vendor pricing should consider quality and supply.

Electrical services will not be provided.

Smoking is not permitted at vendors' booth space.

Food for consumption must be kept at least 30" off the ground.

Truth in Marketing: Vendors must be honest on where produce was grown and how it was grown.

2010 Knightstown Farmers' Market Application

Name of Operation: _____

Contact Name(s): _____

Street Address: _____

City/Town: _____ Zip: _____

Phone: (_____) _____ (_____) _____
Home Number Number where you can be reached the day of the Market

Variety of crops or description of items you plan to vend: _____

Vendor Fee Payment Option:

_____ \$5.00 weekly fee _____ I am a Knightstown Chamber of

_____ \$25.00 Seasonal Fee _____ Commerce Member

I hereby agree to follow the rules and regulations of the Knightstown Farmers' Market.

Printed Name:

Email Address:

Signature:

Date:

For Chamber Use Only:

Date Paid _____

Cash/Check # _____

Received by _____