

MAKE **GAHANNA** YOURS



2022 Market Rules and Regulations

Market Mission: The Make Gahanna Yours Farmers Market (Market) seeks to provide an outlet for fresh and healthy food for the Gahanna community as well as visitors to the neighborhood. Our goals are to support local farmers, address the food access needs of the community, and to create a space for community interaction.

The Gahanna Farmers Market extends the farmers market season and increases the availability of fresh produce and other local products to the Gahanna community throughout the year.

The following rules and regulations have been established by the Market Board to maintain a productive marketplace for both vendors and consumers. The Market may change, modify or delete rules and regulations to preserve the safety and security of said marketplace. Make Gahanna Yours, an independent 501(c)(3) non-profit organization, is responsible for managing all aspects and operation of the market, including but not limited to the resolution of any dispute regarding these rules and regulations.

A. ADMISSIONS

Approval

The approval to participate in the Market will not exceed one market season and is based on the receipt of necessary documents including, but not limited to:

1. Completed on-line application. After approval by the Market Manager, Vendor Coordinator will reach out via email to confirm market acceptance and should be received in 3-5 business days. Then Complete the remaining items.
2. Signed copy of rules and regulations (signature page only).
3. Applicable permits and/or licenses required by the applicable municipal law or State of Ohio.
4. **ALL vendors must have adequate liability insurance, in the form of a certificate of insurance greater than, or equal to \$1 million dollars to protect their individual business while at the market. Make Gahanna Yours AND The City of Gahanna must be listed as additional insureds on this policy.**

Submission of all documents listed above does not guarantee participation in the Gahanna Farmers Market. Your admission to the market will be considered based on product diversity (individual and market) and available space, among other factors. The Market Manager will reach out via email within 3-5 business days to approve/deny your application. If approved, the remainder of the documents listed above will then be due. Decisions made by the Gahanna Farmers Market shall be final.

Fees

Market rent is due upon approval of your application and must be received in full prior to your first approved market date. Fees are non-refundable and credits for days missed will not be given. See Market Application for current fees.

Licenses/Permits

It is the responsibility of the vendor prior to their first approved market date to obtain and submit copies of all licenses and/or permits which are required and/or necessary to farmers' markets, including, but not limited to a Mobile Food Operation, Food Safety, and Nursery Dealer License. *All vendors must comply with laws, ordinances and regulations set forth by the applicable municipal law, the State of Ohio, and the United States.*

B. POLICIES AND REQUIREMENTS REGARDING VENDORS

The Market encourages, supports, and promotes the entrepreneurial efforts of local, independent, and small-scale farmers and artisans seeking to sell their products directly to consumers. We consider our marketplace an incubator for small business and therefore give those businesses priority, but depending on space and diversity of businesses we may consider small businesses with storefronts that may be a fit for our winter market.

Farmers

1. Farmers are to sell what they produce.
2. All produce must be grown in Ohio.
3. Farmers may not sell value added products that they, themselves do not produce.
4. All products are subject to approval by the Gahanna Farmers Market.
5. **Products purchased at wholesale, auction, or "terminals" are strictly prohibited.**

Artisan Producers of Edible Goods

1. Artisans may sell products that they, themselves, have created.
2. Preference is given to Artisans who utilize products that they, themselves, grow.
3. Products sold by Artisans should reflect the local agricultural system.
4. Products must comply with all city, state, and federal regulations.
5. All products are subject to approval by the Gahanna Farmers Market.
6. **Products purchased at wholesale, auction, or "terminals" are strictly prohibited.**
7. If selling products under the guise of "Cottage Food Production," vendor shall adhere to all policies set forth in the **Ohio Administrative Code, Chapter 901: 320 Cottage Food Production.**

Labeling

Vendors should provide clear, written information about production methods, which can be available to any consumer who requests it.

According to **Title 7: Agriculture, Part 205—National Organic Program, Subpart B—**

Applicability: Except for operations exempt or excluded in §205.101, each production or handling operation or specified portion of a production or handling operation that produces or handles crops, livestock, livestock products, or other agricultural products that are intended to be sold, labeled, or represented as “100 percent organic,” “organic,” or “made with organic (specified ingredients or food group(s))” must be certified according to the provisions of subpart E of this part and must meet all other applicable requirements of this part.

Certified Naturally Grown producers (produce, apiaries, and livestock) shall provide a certificate issued by Certified Naturally Grown.

C. GENERAL MARKET RULES

Market Hours

The Gahanna Farmers Market will be open on Wednesday nights, June 1st through September 28th, 2022 from 4pm to 7pm at the Gahanna Sanctuary with NO MARKET JUNE 15th, 2022.

Attendance

It is expected that all vendors participate in every scheduled market that they were approved for and made payment for without exception. On the rare occasion of extraordinary circumstance when a vendor may not be able to be in attendance, please contact Market Manager, Cait Masarik at no later than 24 hours before the start of Market. If you will be late to the market, please contact the Market Manager as soon as possible.

Arrival and Departure

1. Vendors may begin setting up at 3:00 pm, no later than 3:30pm.
2. Vendors can begin tearing down at the end of the market (7:00 pm) and shall vacate the venue no later than 8 pm.

Safety and Sanitation

When you leave, the property should look like it did when you arrived.

1. No vendor shall bring an animal at any time.
2. All produce, containers, signs, debris and/or trash must be taken with you.
3. Clean up should conclude within 1 hour of market closure.
4. No loud radios or shouting of prices is permitted.
5. Tents, tables, signs, and like materials must not impede pedestrian traffic.
6. Vendors may not use The Gahanna Sanctuary (Olde Gahanna Sanctuary LLC) property for debris removal.

If a vendor does not clean their market space, such shall constitute a breach under the rules and

regulations and will be subject to removal. If the vendor is removed from the Market, a refund will not be granted, as all fees are non-refundable and any monies paid by the Vendor to such date shall belong to the Market.

Vendor Space

1. Vendor space will be assigned by the Market Manager.
2. Each space is approximately 5'x7' and up to 10'x10'.
3. Vendors may request a maximum of two spaces.
4. Excessive tardiness or absence may result in a reassignment of space.
5. Vendors are to set their own prices.

*Vendors may share one space on the condition that both vendors are approved independently of one another by the Market. Vendors who wish to share space shall submit completed documents (see ADMISSIONS) together. It is the responsibility of the vendors to determine the cost share of the space and shall submit payment together upon approval.

**The Market will not approve a vendor for a half space. In the case that one vendor is approved and one is not, the approved vendor will have the option of submitting a new space share vendor or of renting a whole space.

Equipment and Supplies

1. Vendors are to supply their own tents, tables, signs and like materials.
2. Vendors must display an identifying sign for their farm or business.
3. Electricity is NOT available, please plan accordingly.
4. Vendors shall supply carts or like equipment for transporting supplies.

Pricing

1. Pricing of products is the responsibility of the individual vendor.
2. Prices should be displayed clearly.
3. Dropping prices at the end of the day is strongly discouraged.
4. Vendors are discouraged from giving products away for free or at below-cost pricing, thus undercutting potential sales of other vendors.
5. Prices should reflect fair market value.
6. Vendors shall follow guidelines set forth by the **Ohio Administrative Code, Chapter 901: 6-7 Packaging and Pricing of Food and Nonfood Products.**

Parking

Vendor vehicles will be parked in the public parking garage and/or other surface parking in the surrounding area near the Gahanna Sanctuary, off N. High Street and Town Street in Gahanna.

D. HOLD HARMLESS AGREEMENT AND SIGNATURE

The vendor agrees to protect, indemnify and hold harmless the Make Gahanna Yours Farmers Market, Make Gahanna Yours, and the Olde Gahanna Sanctuary LLC, and their employees, volunteers, service

vendors or independent contractors from and against any and all causes of action, claims, demands, suits, liability or expense by reason of loss or damage to any property or bodily injury to any person, including death, as a direct or indirect result of use of market space, the purchase of any item from any vendor, or in connection with any action or claim.

By signing the Rules and Regulations and participating in the Gahanna Farmers Market, you agree to give consent to all photographs, audio recordings, academic work and/or video recordings taken of you or your staff. You understand that such photographs, audio recordings, academic work, and/or video recordings become the property of Make Gahanna Yours, and may be used by the Market, parent companies, or others with their consent, for educational, instructional or promotional purposes determined by the Gahanna Farmers Market and its parent companies in broadcast and media formats now existing or created in the future.

I, _____ on behalf of _____
have read, understand and agree to adhere to the above-stated regulations set forth by the Gahanna Farmers Market. I understand that additional rules and regulations may be implemented for the benefit of the marketplace during the 2022 season and agree to abide by them.

Print Name Date

Sign Name Position

Name of Business

For office use only:

Date application and product plan received _____ Date applicant

accepted: _____ Spaces allowed: _____ Date notified _____ Payment

received: _____ Date paid: _____

Applicant denied: _____ Date notified: _____