

2023 Fostoria Farmers' & Artisans' Market ~ Rules & Regulations

1. **NEW Market Location & Dates:** The Fostoria Farmers' & Artisans' Market will be held on Main Street (between North and Center) and on North Street by The Parkette at the corner of Main and North Streets on the first Thursday of May, August and September from 4:00 p.m. – 8:00 p.m. and the third Saturday in May, June, July, August and September from 9:00 a.m. – 1:00 p.m. for a total of eight markets in 2023.
2. **Market Purpose:** All vendors must clearly state what they intend to sell at each market at the time of registration. The Fostoria Farmers' Market Committee reserves the right to refuse a registration or vendor from participating, in which case a paid registration fee will be refunded. The purpose of the Fostoria Farmers' & Artisans' Market is to offer an outdoor venue for vendors who grow and/or make unique handcrafted items to sell. A limited number of spaces may be available for the sale of other items as applicable. Because of space considerations, information-only booths are typically not approved and are at the discretion of the market committee.
3. **Vendor Set-up** begins at 2:30 p.m. on Thursdays and on 8:00 a.m. on Saturdays. No one will be permitted to set-up after 4:00 p.m. for Thursday markets or after 9:00 a.m. for Saturday markets, or to take-down your vending space before 8:00 p.m. on Thursday markets or before 1:00 p.m. on Saturday markets without prior approval from the Market Manager.
4. **Parking:** When parking your vehicle after booth set-up, please be courteous to leave as many “close” parking spaces for our customers as possible.
5. **Tables and tents are not provided** and are the responsibility of the vendor. Vendors who use tents must secure them with portable weights.
6. **Vendor Spaces** are approximately 10' x 10' and will be assigned on a per-market basis, with priority given to season-long vendors. If you require a double space, please mark your application, and submit fees accordingly. While every effort will be made to assign you to your preferred location, please keep in mind that we try to accommodate all vendors in the most efficient way possible. You'll receive an email or text with lot assignments the day prior to each market, or sooner when possible. **Please note that your space may change each market.**
7. **Vendor Fees:** All vendors must register with the Fostoria Area Chamber of Commerce & Visitor's Bureau, with checks made payable to: “Fostoria Farmers' Market”, 342 Perry Street, Fostoria, Ohio 44830. (*If you pay with cash at our office, please remit the exact amount due.*)
 - **Early Bird Pricing for Full Season:** The cost to participate with a 10' x 10' space for the entire season (all 8 markets) is **\$105.00** if payment is made by April 3rd, 2023.
 - **Regular Pricing for Full Season:** The fee to participate with a 10' x 10' space for the full season is **\$120.00** if payment is made after April 3, 2023.
 - **Individual Market Pricing:** Payment to participate in one up to seven markets is **\$15.00 per market, per space** when paid at least five days prior to the market,

otherwise the vendor fee rises to **\$20.00 per market** if space is available. Because of the number of vendors interested in participating in the market, we encourage you to register as early as possible. **Registration cut off is typically two days prior to the event to allow time for communicating lot assignments.**

- **No vendors will be allowed to set up without a registration on file.** A space will not be reserved for you until your fee is paid.
 - Participating market vendors will be listed on Fostoria Farmers' Market Facebook posts. You will not be listed on these promotions unless your fees are paid. Help us provide you with the most exposure by committing and paying as soon as possible.
8. **“No-show”** vendors are not eligible for a refund. If you register for an event and fail to show, your payment for that market is forfeited because our planning/advertising expenses were already incurred. There is often a waiting list to participate in our markets so please be courteous to other vendors who could fill a space if you are unable to make it by informing us as soon as possible if you will not be at a particular market. If you are a no-show vendor more than one time per season, it is up to the Market Manager whether you will be permitted to return.
 9. **Weather Policy:** The market will operate rain or shine. Vendors are expected to set up for sales unless weather conditions include lightning or a high wind advisory. You are required to contact us if you are not planning to attend due to weather, otherwise you will be considered a “no-show” vendor. The Market Manager will post a message to the **Fostoria Farmers' Market Facebook** page if weather conditions may warrant canceling the market.
 10. **Allowed Products & Labeling Requirements:** Cottage food vendors who sell homemade baked goods, jams, maple syrup and other allowed foods do not need a food vendors license, but must meet labeling requirements in accordance with **Ohio Department of Agriculture** specifications. See: <https://agri.ohio.gov/wps/portal/gov/oda/divisions/food-safety/resources/cottage-food> for labeling requirements and the complete list of what foods may and may *not* be sold by cottage food vendors. Fresh meat, cider, cheeses, dairy, eggs and other potentially hazardous foods are subject to **additional** requirements for licensing, labeling and handling. The sale of live animals is prohibited. If you have questions about food licenses or permits, please contact the **Seneca County Health District**.
 11. **Sales Tax:** It is the vendor's responsibility to obtain all necessary licenses and permits required for goods sold for which sales tax is to be collected. If you have questions, contact your County Auditor or see <https://tax.ohio.gov/wps/portal/gov/tax/business/ohio-business-taxes/sales-and-use/registration> If applicable, please submit a copy of your **Transient Vendors License** with your application for our files.
 12. **Liability insurance** is highly recommended.
 13. Vendors set their own prices, which should be clearly marked. Please display a sign with your name/booth name at each market. No loud radios, shouting of prices, or “hawking” is allowed.
 14. **Clean-up:** Vendors are to keep areas clean and are responsible to remove all produce, containers, signs, debris etc. from your space at the conclusion of the market.

15. The Fostoria Farmers' Market is registered with the Ohio Department of Agriculture and is under the jurisdiction of the Seneca County Board of Health. If your items are sold by weight, your scales must be inspected and approved by the **Seneca County Auditor's Office**.
16. The Fostoria Area Chamber of Commerce & Visitor's Bureau, the Fostoria Farmers' & Artisans' Market Committee and its volunteers shall not be held liable for personal injury or personal property damage or loss by vendors or shoppers from sales or a presence at the market.
17. **Smoking is prohibited** at the Fostoria Farmers' & Artisans' Markets.
18. The Fostoria Farmers' & Artisans' Market committee may modify these Rules & Regulations as necessary. Follow the Fostoria Area Chamber of Commerce & Visitor's Bureau website at: www.fostoriaohio.org for the current market rules.

Revised April 24, 2023