

2009 GUIDELINES *for the* **DOWNTOWN DANVILLE FARMERS' MARKET**

WHEN AND WHERE

The 2009 Farmers' Market will be every Wednesday and Saturday, beginning May 20, 2009 through Oct. 3, 2009, from 7:30 a.m. to 1:30 p.m. This year's market will be held in Temple Plaza, at the intersection of North Vermilion and North streets in the heart of downtown Danville. The Market Coordinator and/or the Executive Director of Downtown Danville, Inc will designate the spaces for vendors.

CHECK-IN/SET UP

Vendors may check in with Market Coordinator Jean Beck at Temple Plaza, 100 N. Vermilion Street, starting at 7:00 a.m. Vendors may begin selling as soon as they are set up for business. Vendors are not required to sell at both market days each week, although it is highly encouraged for market consistency. The Market Coordinator will visit each vendor to collect fees.

SPACE

Each vendor is allowed one 12 by 12 foot wide space. If additional space is needed, the vendor must purchase the desired additional space at the standard rate. All space will be on a first-come, first-served basis.

Vendors will receive a parking pass for a nearby city lot to use only during market hours on market days.

SIGNAGE

- 1) Vendors must display, in a prominent location, their name, address, and phone number.
- 2) It is encouraged that vendors display a sign with their policy on selling (i.e. refunds or exchanges.)

WHAT MAY BE SOLD AT THE FARMERS' MARKET

The following items are approved for sale at the Farmers' Market.

- * Fruit and vegetables
- * Flowers and plants
- * Herbs
- * Baked goods (*must be in conformity with County Health Dept. rules for bazaars*)
- * Honey
- * Handcrafted items
- * Artwork

Other items may be approved by the Farmers' Market Planning Committee.

Unapproved items for sale at Farmers' Market:

- * Pets
- * Livestock
- * Wholesale goods

All of the approved items must be either **home grown, home baked or handmade** by the person selling them at the Farmers' Market.

Wholesale items are not permitted to be sold at the Farmers' Market.

A grower, crafter, artist or home-baker is defined as a person who makes the decisions and does the work involved with the production of the items sold at their table. Any other types of products are classified as wholesale goods.

Downtown Danville, Inc. reserves the right to accept or reject any vendor at its sole discretion.

HOW MERCHANDISE MAY BE DISPLAYED

Products may be sold from tables, carts, etc. supplied by the Vendor/Seller. The Vendor/Seller is liable for any incidents, accidents or injuries resulting from the setting up or closing up of the space or during the time the space is open to sell goods.

CLEANLINESS

Any equipment used for delivery or display as well as the space provided must be kept clean at all times. Each seller must clean up his/her area prior to leaving the Farmers' Market. Please sweep it clean and pick up any litter.

ADVERTISING

Downtown Danville, Inc. will advertise by a diverse means through banners, signage, local media, and/or posters and fliers.

FEES

Fees for the 2009 Farmers' Market are \$5.00 for a single space per market day. No refunds will be given after the market season begins. No exceptions to the fees stated will be permitted or allowed.

SALE OF GOODS

The prices you put on your items are your decision alone. Each Vendor/Seller will be solely responsible for filing their sales tax, listing the Farmers' Market as a Danville event, to the Illinois Department of Revenue. Products sold by weight must comply with the standards of the State of Illinois for sales by weight. The Vendor/Seller must supply all scales. Any products that are packaged or labeled must meet State and Federal standards for packaging and labeling.

INDEMNIFICATION

The Vendor/Seller hereby agrees to indemnify the City of Danville and Downtown Danville, Inc.

I hereby agree to hold harmless and indemnify the City of Danville and Downtown Danville, Inc. and agents, representatives and employees of those organizations from any claim or suit resulting from the sale or consumption of goods, products or crafts sold at the Downtown Danville Farmers' Market including, but not limited to, any claims, charges, judgments, damages for personal injury or property damages, incidental and consequential damages and the cost or defense including reasonable attorney's fees, court costs and expenses.

THE DOWNTOWN DANVILLE FARMERS' MARKET is an arrangement whereby space is leased by Vendors/Sellers who are independent entities not connected or in joint venture with any of the entities listed in paragraph above.

DIRECTOR/MARKET COORDINATORS

The Director and Market Coordinator for **DOWNTOWN DANVILLE INC.** shall be empowered to enforce the rules of the Farmers' Market, shall interpret the rules and provisions in this brochure and shall determine the truth or falsity of statements and certifications presented.

THE DIRECTOR AND MARKET COORDINATORS MAY PROHIBIT PRODUCERS OR VENDORS/SELLERS FROM SETTING UP OR PARTICIPATION AT THE FARMERS' MARKET IF THEY ARE NOT REGISTERED AND MAY PROHIBIT VENDORS/SELLERS AND PRODUCERS FROM SETTING UP OR CONTINUING TO SELL IF THEY ARE IN VIOLATION WITH ANY OF THE STATED RULES LISTED IN THE DOWNTOWN DANVILLE FARMERS' MARKET GUIDELINES OR HAVE FALSELY STATED ANY INFORMATION REQUIRED IN THE VENDOR/SELLER APPLICATION.

Complaints regarding Vendor/Seller conduct should be directed to the Market Coordinator. The Director and Market Coordinator have the authority to approach the Vendor/Seller to immediately warn them of complaints.

INFORMATION OR QUESTIONS

Downtown Danville, Inc.
Executive Director
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Danville, IL 61832
(217) 443-3886
info@downtowndanville.org; www.downtowndanville.org

** ADDENDUM: Downtown Danville, Inc. is in no way a representation of the Department of Health. Compliance with Health Department regulations is at your discretion. We all want this to be a safe and productive season. Please take the steps necessary to help yourselves achieve this goal.*