



SouthPointe Farmers' Market Rules & Regulations

The SouthPointe Farmers' Market is intended to provide healthy produce and assorted non-commercial foods to the residents and visitors of the community and surrounding area. Both small and large vendors of produce and non-commercial food items will find a supportive outlet for the sale of their goods. The Market will encourage commerce, entertainment, and trade in the South Side of Columbus.

HOURS OF OPERATION

The Market shall operate every Friday starting June 5 through September 25, 2009 from 2:00 pm to 5:00 pm. All vendors must remain at the Market site until the 5:00 pm closing or until 80% of their produce is sold and must vacate the Market site by 6:30 pm.

FEES

A \$25 refundable deposit will hold your space at the farmers' market this year. The cost to set up at the farmers' market is \$10 per market day for a single space. Additional spaces are available for \$5 per space. Any vendor present at the first 3 markets of each month may set up at the 4th market of the month free of charge.

ATTENDANCE

For each Market day, a vendor registered to attend who does not call or show will have a \$5 fee deducted from the final deposit refund. Calls to cancel for a Market day must be received by 5:00pm on the preceding Thursday in order to not have the \$5 fee deducted. Vendors may call the Market at 614-491-4115 concerning Market closure due to inclement weather categorized by a government-issued warning.

EXHIBIT SPACE

Vendors may request 8' x 10' or 4' x 10' stall spaces, or a combination of both. Market management has full authority to assign exhibit space. Requests for particular sites will be given consideration but management reserves the right to assign and locate all vendors. Management will assign space based on vendor needs, availability, and needs of the Market. Attendance may be confirmed by calling 614-491-4115 between 3:00 pm and 5:00 pm on the Thursday preceding Market day.

SIGNAGE

Signs must remain within the allotted vendor's exhibit space and must not block traffic or pedestrian traffic. Signs may not interfere with other vendors' displays or views. Market management has the authority to remove any signs that violate this regulation or are unfit for the Market.

3459 S. High St. Columbus, OH 43207 * (614) 491-4115 * www.ShopSouthPointe.com

SET-UP & BREAKDOWN

Set-up starts at 1:00 pm and must be completed by 2:00 pm. Each vendor is responsible for providing and removing any and all equipment and supplies required for business at the Market. This includes but is not limited to signs, tables, chairs, products, refuse, and any other related items. Breakdown starts at 5:00 pm and must be completed by 6:30 pm. Stall spaces are to be left in the same condition as when first occupied.

VEHICLES AND PRODUCT DISPLAY

Vehicles shall not be utilized as a display or dispensing area for Market goods unless it is a refrigerated unit for perishable items. No vehicle may remain running during Market hours for purposes other than the refrigeration of product.

PERMITTED MARKET ITEMS

- Fresh produce, plant items, meats, flowers, baked goods, jellies, jams, preserves, and other non-commercial food items may be sold.
- Any homemade non-food products are also welcome at the discretion of the Market Manager.
- No cooking will be allowed on-site.
- All produce must be at least 80% Ohio, Indiana or Kentucky grown. Damaged crops may result in the need to supplement booths with dock-purchased produce. This must be authorized by the Market manager. The Market manager will resolve any doubt as to the suitability of an item.
- No soliciting, political, or religious activities shall be permitted within the Market area. Displays of public interest, such as nutritional, health, or consumer information may be displayed with the permission of the Market manager.
- All products must be sold and displayed in a suitable manner such as on tables or shelves and stored in cases, crates, or other suitable containers.

MISCELLANEOUS

Vendors are responsible for the following:

Taxes & Permits

- Collecting and remitting their own sales tax.
- All permits & licenses required by Ohio or their local county to sell their products.

Insurance & Liability

- Vendors are encouraged to consider obtaining individual liability insurance for products sold.

Alcoholic Beverages

- The sale or consumption of alcoholic beverages at the Market is prohibited.

METHODS OF PAYMENT

Vendors may accept cash, credit cards, money orders, and personal checks at their own discretion. Additionally, the Market has been approved to accept EBT food assistance through the Ohio Direction Card. Information packets will be distributed at the first farmers' market and each vendor may choose whether or not to accept the food assistance tokens as a method of payment. Additionally, vendors may choose whether to accept Lifecare Alliance Coupons and WIC Vouchers on their own.

ENFORCEMENT OF RULES

The Market manager is responsible for enforcing the Market rules. Possible violations will be discussed and resolved as situations arise. Vendors selling prohibited items will be asked to remove those items or leave the Market. Continued violations will result in being banned from the Market. Any vendor challenging another vendor's products or conduct must file a written complaint with the Market manager. The written complaint must cite the name of the vendor and the product or situation they feel may not be in compliance with Market policies. The person filing the complaint must sign and date the document. The Market manager will review the complaint and make a decision according to Market rules.

Please note that the SouthPointe Farmers' Market Rules & Regulations are subject to change. All changes will be clearly communicated to vendors in a timely manner.