



2021-2022 INDOOR Vendor Guidelines & Application

Location, Dates and Hours

1. The North Canton Farmers' Market will be held inside the former Kmart, at **1447 North Main St, N. Canton, OH 44720**. It will be open **every Wednesday** (except the last two weeks of the year), from **October 20th, 2021** until **April 27th, 2022**. The hours of operation are **3:00-6:00pm**.
2. **Vendors may begin to set up, starting at 1:30pm**. Market staff will not be onsite until that time.
3. All set up must be complete prior to the market start time.
4. **All vendors must stay until the market closes. Early booth breakdowns and departures are prohibited.**
5. **Open RAIN or SHINE, but not in inclement weather.** The Indoor Season market will not be cancelled in advance due to unfavorable forecasts, unless a Tornado/Blizzard Warning is issued.

Rental Fees and Space Assignments

1. **Vendor fees are non-refundable.** Standard spots accommodate a 8x8 display. Flexible sized and electric access spots are available upon request. **Prior to the start of the market, payment in the amount of \$25 per market date can be paid via check or cash to Know Your Roots. If paying in advance for a minimum 23 of the 26 dates, a discounted rate of \$20 per market date is available. Priority is given to prepaid Full Season Vendors** (those that attend at least 23 market dates).
2. Vendors are responsible for being self-sustainable and providing their own tables, chairs & displays.
3. The Market Managers reserve the right to place vendors in different locations from week to week to provide the best possible market diversity. **Guaranteed spots are reserved for Full Season Vendors.**
4. **Vendors must display a sign identifying their farm or business. An extra-large sign stating available products & prices is suggested for the ease of customers to read from 6+ feet away.**
5. Vendors must keep their display within their allotted space, unless prior permission is obtained.
6. Vendors are prohibited to solicit vendors/customers from outside of their assigned space.
7. Vendors will be assigned a specific door to use for loading & unloading. We appreciate your patience & compliance in quickly unloading. After such, you are invited to park your vehicle in a nearby parking spot, until 6pm, when loading can begin.

General Guidelines

1. **Two (2) no call/no shows by a vendor will cause suspension from participating in the market for the remainder of the season. No refunds will be given.**
2. **If unable to arrive by 2:30pm, please do not plan to participate on that date.** No refunds available for late arrivals.
3. **Products must be grown/created within the state of Ohio**, unless with prior approval due to a local option not being available. All products not Ohio grown/created, must be labeled as such, and produced in the USA.

General Guidelines Continued

- 4.** Vendors are to set their own prices. **For customer ease, prices for all items are to be clearly marked.**
- 5.** No loud music, shouting at shoppers, pets, alcoholic beverages, firearms or smoking on premises.
- 6.** It is the vendor's responsibility to obtain all government required licenses and permits, and pay any fees required by the state or local government. This includes the vendor's license for goods sold, for which a sales tax must be collected.
- 7. Scales must be accurate and are required to have Stark County inspection of weights and measures.** Contact Stark County Weights & Measure to ensure accuracy at 330-451-7356.
- 8.** Vendors must wear proper attire and keep their area clean and free of debris during the market and promptly remove all personal items and dispose of all trash at the conclusion of each market.
- 9. Vendors are encouraged to assist in promoting the North Canton Farmers' Market.** The market can be found on Facebook @NorthCantonFarmersMarket and Instagram #NorthCantonFarmersMarket
- 10.** Any dispute concerning products, rules or regulations must be appealed in writing to Catherine Farina, the North Canton Deputy Director of Administration and Development. The Deputy Director has final say in settling any disputes presented. If need be, the Deputy Director has the discretion to ban vendors and/or guests from the market.
- 11.** Know Your Roots has the discretion to deny any application should it be determined to violate the "spirit of the market." The spirit of the market includes, but is not limited to, a spirit that fosters community and inclusivity, and showcases vendors and their products primarily. Divisive, discriminatory, hateful, or non-inclusive ideology and/or information shall automatically be deemed in violation.
- 12.** No vendors shall be involved in political campaigning of any kind and the distribution of information that is politically related shall be prohibited at the North Canton Farmers' Market.
- 13. Vendors will respect the integrity of the market, its customers and each other, at all times.**
- 14. No bummers please :)**

COVID-19 Guidelines

- 1. Vendors are required to adhere to all current mandatory practices required by the Governor of Ohio/Ohio Department of Health.**
- 3. Vendors are required to sanitize their hands often and follow the CDC Recommendations for cleaning hands.**
- 3. Vendors are encouraged to offer alternative sales outlets,** such as online/email & phone pre-orders to ensure quicker transactions.
- 4.** Vendors are encouraged to accept credit cards, Venmo, Apple Pay, PayPal etc...
- 5. No on-site food preparation or samples are permitted, without Stark County Health Department approval.**
- 6.** Vendors that appear to be ill upon arrival to the market or become sick during market hours, will be asked to leave for the safety of all. Such are welcome to return, 10 days after the symptoms first appear.
- 7.** Vendors are responsible for ensuring that their table/display is set up within 6 feet from all neighboring vendors.

Eligible Products

1. **Products sold at the market must be locally produced.** Know Your Roots has the right to monitor the products that are for sale by vendors and restrict the sale of items that do not meet the mission of the market. With pre-approval by the Market Manager, vendors may offer up to 20% of sellable products that are created by another vendor, as long as said product is labeled properly. **Farm vendors are subject to onsite farm visits to verify local growth of all produce.**
2. All products labeled organic, must be certified by an accredited organization.
3. Bakery products and other “cottage foods” must meet all labeling requirements.
4. Eggs or food items requiring refrigeration must be in compliance with food storage regulations.
5. Flea market or second hand sellables are not permitted.
6. No live animals may be sold or given away at the market.

Compliance

1. Vendors must comply with all applicable local health department, Ohio Dept of Agriculture, USDA (614-728-6250) and other federal, state or local licenses which may include a food license from the Stark County Health Department (330-493-9904). **If so, a copy of the food license (if required) must be provided with your application.** State and local licenses (if required) must be displayed within the vendor's space.
2. The North Canton Farmers' Market is not responsible for the enforcement of USDA, ODOA or any other local regulations. **Each vendor is responsible for compliance with regulations for their sales.**
3. All vendors are independent entities and are responsible for compliance with local codes and paying all applicable taxes, federal, state and local. **Personal and product liability is the responsibility of the vendor.**
4. Vendors must comply with all laws, ordinances and regulations of the United States, State of Ohio, Stark County and the City of North Canton.

Proof of Insurance

Vendors are required to provide proof of liability insurance to participate. Such can be provided in the form of commercial, vendor or homeowner liability policies. The City of North Canton, and Know Your Roots are not responsible for any damage, loss, injury, theft, harm or altercation that may occur before, during and/or after the market. **Liability of North Canton is strictly limited to its employees and maintenance of the property.**

Market Contact

Jena Grosschmidt- Manager: (330) 209-0809 or KnowYourRootsOhio@gmail.com
Ryan Grosschmidt- Operations: (330) 575-7290 or Ryan.Grosschmidt@csb1.com

Follow the market:

www.facebook.com/NorthCantonFarmersMarket/
www.instagram.com/NorthCantonFarmersMarket/



Business Name: _____

Owner's Name: _____

Mailing Address: _____

City & ZIP: _____

Business Phone: _____

Cell Phone: _____

Email: _____

Website: _____

Facebook Page: _____

Instagram Page: _____

Insurance Information

☐ My proof of liability insurance is included with my application.

☐ My insurance agent will email my proof of liability to **KnowYourRootsOhio@gmail.com**

**My signed completion of this application, confirms that my products
are made/created in Ohio.**

If not made/create in Ohio, please describe:

I, with the intention of binding myself, my spouse, my heirs, my legal representatives and my assignees; voluntarily, knowingly and expressly release the City of North Canton, Stark County Ohio and Know Your Roots, LLC, or any member or employee thereof, from all claims, demands, actions, judgements and executions, that I now have or may have, or that anyone claiming through me may have or claim to have, against the City of North Canton, Stark County, Ohio and Know Your Roots, LLC, or any member or employee thereof, created by or arising from my participation in the farmers' market offered on property owned by the City of North Canton, Stark County, Ohio.

**I have read, understand and intend to abide by the 2021-2022 Indoor Vendor Guidelines &
Application for the North Canton Farmers' Market.**

Print Name: _____

Signature & Date: _____

SUBMIT TO: Know Your Roots at 9690 Gans Ave NE ~ Canton, OH 44721

KnowYourRootsOhio@gmail.com
or

You will receive an email from **KnowYourRootsOhio@gmail.com** within a week of receipt of your application to confirm status. **Upon acceptance, payment due in advance to secure a guaranteed spot and "Full Season" discounted prices.**

PRODUCTS

Choose all descriptions, that best describe your line of products.

- | | | | |
|--|--|--|--|
| <input type="checkbox"/> Antibiotic Free | <input type="checkbox"/> Cottage Food | <input type="checkbox"/> Pasture Raised | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Hormone Free | <input type="checkbox"/> Licensed Home Bakery | <input type="checkbox"/> Locally Sourced | <input type="checkbox"/> Non GMO |
| <input type="checkbox"/> Certified Organic | <input type="checkbox"/> Commercial Bakery | <input type="checkbox"/> All Natural | <input type="checkbox"/> Corn Finished |
| <input type="checkbox"/> Free Range | <input type="checkbox"/> Certified Naturally Grown | <input type="checkbox"/> Sustainable | <input type="checkbox"/> Grass Fed |

DATES

Check all dates, that you are interested in attending the market. 23 out of 26 is considered Full Season

- | | | | | |
|--|--|--|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> October 20th | <input type="checkbox"/> December 1st | <input type="checkbox"/> January 26th | <input type="checkbox"/> March 2nd | <input type="checkbox"/> April 6th |
| <input type="checkbox"/> October 27th | <input type="checkbox"/> December 8th | <input type="checkbox"/> February 2nd | <input type="checkbox"/> March 9th | <input type="checkbox"/> April 13th |
| <input type="checkbox"/> November 3rd | <input type="checkbox"/> December 15th | <input type="checkbox"/> February 9th | <input type="checkbox"/> March 16th | <input type="checkbox"/> April 20th |
| <input type="checkbox"/> November 10th | <input type="checkbox"/> January 5th | <input type="checkbox"/> February 16th | <input type="checkbox"/> March 23rd | <input type="checkbox"/> April 27th |
| <input type="checkbox"/> November 17th | <input type="checkbox"/> January 12th | <input type="checkbox"/> February 23rd | <input type="checkbox"/> March 30th | |
| <input type="checkbox"/> November 24th | <input type="checkbox"/> January 19th | | | |

SPOT

Help us provide you with the best available spot by sharing your ideal dimensions/layout of your display & product needs.

Do you require electrical access?

- ☐ YES
 ☐ NO
 ☐ IT WOULD BE NICE

FORMS OF PAYMENT ACCEPTED

Choose all that apply.

- | | | | |
|--|--------------------------------------|------------------------------------|---------------------------------------|
| <input type="checkbox"/> Cash | <input type="checkbox"/> Credit Card | <input type="checkbox"/> PayPal | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Check | <input type="checkbox"/> Venmo | <input type="checkbox"/> Apple Pay | <input type="checkbox"/> Zelle |
| <input type="checkbox"/> PreOrders Accepted Via: | | | |

Please confirm which products you intend to sell, during each month you wish to attend.

	OCT	NOV	DEC	JAN	FEB	MAR	APR
Root Vegetables							
Tomatoes							
Squash							
Cucumbers							
Peas / Beans							
Pumpkins/Gourds							
Asparagus							
Apples /Pears							
Stone Fruits							
Berries							

	OCT	NOV	DEC	JAN	FEB	MAR	APR
Frozen Fruit / Veggies							
Apple Cider							
Mushrooms							
Greens							
Fresh Herbs							
Dried Herbs							
Garlic							
Onion							
Home Care Products							
Sweet Corn							
Eggs							
Chicken							
Lamb							
Pork							
Beef							
Cheese / Milk							
Raw Honey							
Honey Products							
Oil / Vinegar							
Coffee Beans							
Tea							
Fresh Cut Flowers							
Live Plants							
Nursery Stock							
Bread							
Cookies							
Cupcakes / Muffins							
Bagels							
Specialty Baked Goods							
Nuts & Nut Mixes							
Nut Butters							
Jelly & Jams							
Pasta							
Popcorn / Kettle Corn							
Candy / Chocolates							
Hand / Dish Soap							
Candles & Tarts							
Body Care Products							
Pet Treats / Products							
Home Decor							
Other:_____							