



Plain Township Farmers' Market Informational Vendor Guidelines

The Plain Township Farmers' Market is seeking local organizations to share information with the community on **Wednesday** evenings from **May 3rd until September 27th**. The market is located at **Veteran's Park**, across from GlenOak High School at **1714 Schneider Street NE ~ Canton, OH 44721**.

Local businesses, organizations and charities are invited to set up informational booths at the market to educate and share with the community. 6 foot picnic tables under the pavilion can be reserved or 10x10 spaces are available along the sidewalk from the market lot to the pavilion. **Informational Vendors are welcome to promote services/products, share educational materials, conduct product demonstrations, provide free samples and/or giveaways and promote memberships.** No politics or direct sales.

Space: Informational Vendors are welcome to set up **one table** and a **10x10 tent** (*if desired*) in the grassy area near the pavilion or at a provided **6 foot picnic table** under the **pavilion**. Please note that if vendor chooses to set up in the grass, it is the responsibility of the vendor to provide chairs, tent/canopy & other display equipment and to secure their tent or canopy. Unsecured tents or canopies are strictly prohibited. **The cost is \$5 per spot, per market** (*FREE with proof of active 501-c3 status*)

Parking: You can unload your vehicle in the flat grass between the pavilion and sidewalk as early as **2:30pm** on market dates. However, we ask that you place your things in your space in a timely manner and then park your vehicle before setting up your display. **You will need to have your vehicle parked in the main customer lot by 3:30pm or in the grass behind the pavilion** (*along the tree line*) **by 3:45pm.**

General Guidelines:

- Vendors must display a sign on their table identifying their organization. The signs must not intrude into the main walkway/sidewalk.
- All vendors must stay set up for the duration of the market. No early booth breakdowns or departures.
- Sales during the market hours are prohibited for all informational vendors.
- 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.
- 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 in order to be a vendor.
- Vendors must comply with all laws, ordinances and regulations of the United States, State of Ohio, Stark County and Plain Township.
- 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.
- **Vendors are encouraged to assist in promoting the Plain Township Farmers' Market.**
- Any dispute concerning products, rules or regulations must be appealed in writing to the Parks Director. The Plain Township Parks Director has final say in settling any disputes presented. If need be, the Parks Director has the discretion to ban vendors and/or guests from the market.
- The Plain Township Parks Director has the discretion to approve or deny vendor applications, so to ensure the integrity of the market is maintained.
- Vendors are liable for all applicable insurance. Plain Township is not responsible for any damage, loss, injury, theft, harm or altercation that may occur before, during and/or after the market. Liability of Plain Township is strictly limited to its employees and maintenance of the park.
- Vendors must comply with all applicable local health department, Ohio Department 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). A copy of the food license (*if required*) must be provided to Plain Township with your application. State and local licenses (*if required*) must be displayed within the vendor's space.



Plain Township Farmers' Market Informational Vendor Application

To join the market as an informational vendor, please fill out the form below and submit it along with the applicable payment to:

Plain Township Board of Trustees
2600 Easton Street NE
Canton, OH 44721

Vendor application and applicable fees must be received prior to the start of the market.
Vendor fees are non-refundable.

Applicant Name:	
Applicant Email:	
Organization Name:	
Organization Phone:	
Organization Address:	
Organization Website:	
Facebook Link:	
Wording you would like us to utilize when promoting your participation:	

Please put an 'x' in front of all dates that you would like an informational space.

<input type="checkbox"/>	May 3 rd	<input type="checkbox"/>	June 7 th	<input type="checkbox"/>	July 5 th	<input type="checkbox"/>	August 2 nd	<input type="checkbox"/>	September 6 th
<input type="checkbox"/>	May 10 th	<input type="checkbox"/>	June 14 th	<input type="checkbox"/>	July 12 th	<input type="checkbox"/>	August 9 th	<input type="checkbox"/>	September 13 th
<input type="checkbox"/>	May 17 th	<input type="checkbox"/>	June 21 st	<input type="checkbox"/>	July 19 th	<input type="checkbox"/>	August 16 th	<input type="checkbox"/>	September 20 th
<input type="checkbox"/>	May 24 th	<input type="checkbox"/>	June 28 th	<input type="checkbox"/>	July 26 th	<input type="checkbox"/>	August 23 rd	<input type="checkbox"/>	September 27 th
<input type="checkbox"/>	May 31 st	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	August 30 th	<input type="checkbox"/>	

Number of Market Dates = _____ x \$5.00 = TOTAL COST \$ _____
 Type of Spot: Pavilion Grass

Applicant Signature: _____

Questions:

- You can visit us at **Plain Township Hall – 2600 Easton St NE ~ Canton, OH 44721**
- Call our main office at **330-492-4689**
- Email: KnowYourRootsOhio@gmail.com
- Message via Facebook at www.facebook.com/PlainTownshipFarmersMarket/

Upon receipt of your application, you will be contacted within 3-5 days to confirm the acceptance of your application and dates you are confirmed to set up.

Thank you for your consideration!

The Farmers Market of Plain Township Stark County Inc. is a non-profit public benefit 501(c)(3) corporation and is operated exclusively for educational and charitable purposes within the meaning of Section 501 (c)(3) of the Internal Revenue code.