

# FARMER'S MARKET

*& Kids Market Days*

## 2024 VENDOR GUIDELINES

**Dates:** Thursdays June 20 - September 26

**Time:** 8:00am - 12:00pm

**Fee:** Market - \$5/space  
Season - \$60/Space

### SEASONAL VENDORS:

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Vendors paying for the SEASON: A space(s) will be reserved in your name and you are guaranteed that space each market. Vendors will be assigned a spot.

### MARKET VENDORS:

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Vendors paying by the MARKET: Per market vendors may choose from available spaces each week on a first-come first-serve basis. You may reserve as many weeks in advance as you make payment. Please be aware, available spaces will vary from week to week. Market fees must be paid each market prior to set up.

### GUIDELINES

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- Vendors should provide their own table & chair.
- Only produce, food items, plant, cut/dried flowers, baked goods and handmade craft items may be sold. Seventy-five percent (75%) of a vendors merchandise must be grown or produced by the vendor. Twenty-five percent (25%) may be purchased or sold by the vendor. Please do not bring flea market-type items.
- In order to accommodate those customers who shop on their way to work, we ask that all vendors be completely set up by 8:00a.m. (market opening time).
- For customer ease, prices for all items are to be clearly marked. You may change the price of any item throughout the day. Give-away with purchase should be posted.
- For easier loading and unloading, vendors may use the ramp area and handicapped spaces prior to 8:00a.m. Please be aware that other vendors need the unloading space too. After unloading, please move your vehicle to a distant parking spot to keep prime spots open for the public.
- The Community Center provides a designated area for sales purposes. Selling items from vehicles is not permitted.
- Vendors are requested to provide bags for sold merchandise.
- If you have sold 90% of your merchandise before 12:00 noon, you have the option of leaving the market or remaining until all merchandise is sold.
- The Community Center does not enforce Ohio Department of Agriculture requirements. In case of ODA inspection, the vendor is held responsible for compliance.
- The Wooster Community Center appreciates your cooperation with the guidelines stated above. If a vendor is unable to comply with guidelines, the Center shall discontinue vendor's participation in the market and all prepaid fees will be forfeited.
- If you have any questions or need assistance, please feel free to ask a Community Center staff member.

## FOOD TRUCKS:

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Food Trucks are permitted to set up in larger parking lot any Thursday during the Farmer's Market Season.

- All Food Trucks are required to follow the Wayne County Health Department regulations. The City of Wooster is not responsible for any costs/penalties that may occur if regulations are not met.
- There is no cost for Food Trucks to be set up.
- Food Truck Vendor must provide their own electric, water and any other supplies needed.
- Vendor must be approved by the Recreation Coordinator when requesting to set up.
- Food Truck Vendor may park truck in parking lot Wednesday night, but it must be picked up by Thursday evening.

## KIDS MARKET DAYS:

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Kids Market Days will be on the following Thursdays; June 20, July 11, July 25, August 8

- Ages 5 - 17 years old
- Kids that participate are required to be accompanied by an adult at all times.
- All items must follow the Ohio [Farmer's Market Guidelines](#) as well as our guidelines listed previously.
- Kids must pay the \$5/day fee each time they set up.

## REGISTRATION DATES:

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SEASONAL: REGISTRATION STARTS May 1 for 2024 seasonal vendors requesting to retain a space assignment into 2024, and should have completed the seasonal registration form with payment & returned to the Wooster Recreation & Community Center no later than May 21 to secure a space. Starting May 23 any spaces not retained by the seasonal vendors will be available to weekly vendors. (Forms available at Community Center Office or can be emailed to you upon request.)

**Payment must accompany all registrations.**

Vendors who purchase space per market/weekly may choose from remaining spaces on a first come first serve basis each week, or for as many markets as payments are made.

Registration for a market space can be made during regular

Recreation Department hours of operation 8:30-4:30, Monday-Friday.

## CONTACT:

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