



2010 Food Vendor Application and Guidelines

The Binford Farmers Market is a community development project organized by Binford Redevelopment and Growth, Inc. (BRAG) and managed by BRAG's BINFORD FARMERS MARKET Steering Committee. The 2010 BINFORD FARMERS MARKET will be held weekly on Saturday mornings between May 8th through October 23rd, 2010 (or such other dates as BRAG may later designate) at Hawthorne Plaza (at the northwest corner of Binford Boulevard and East 62nd Street). The following are general guidelines for vendors who wish to participate in the BINFORD FARMERS MARKET and serves as your application to participate as a vendor during the 2010 season. BRAG reserves the right to make exceptions to these guidelines at its discretion on a case-by-case basis.

ELIGIBILITY OF VENDORS

Any person who regularly and directly works in all stages of the cultivation, production, and harvesting of quality produce or other eligible goods or is regularly engaged in the sale or distribution of such goods may apply to become a BINFORD FARMERS MARKET vendor. Prior to participating in the BINFORD FARMERS MARKET, all vendors must provide BRAG with copies of all State and local permits and licenses required for the operation of their vending business, a copy of the certificate of insurance described below, and such other signed agreements, consents, waivers, releases and acknowledgments as BRAG may from time to time require.

BRAG reserves the right to deny any vendor application or revoke vendor privileges of any person for failure to provide all requisite paperwork or to comply with all applicable laws and BINFORD FARMERS MARKET policies, or on account of undesirable or suspect produce or other goods offered for sale, space considerations, or for any other reason or cause as determined by BRAG at its discretion.

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GOODS PERMITTED FOR SALE

Approved vendors agree to offer only superior quality produce and other goods at the BINFORD FARMERS MARKET in strict accordance with all applicable laws and BINFORD FARMERS MARKET policies. Upon request of the BINFORD FARMERS MARKET Master, each vendor agrees to provide the name and contact information of the farm or other source of the produce or other goods offered for sale. This information will be kept confidential and will not be shared with other BINFORD FARMERS MARKET vendors. No product offered at the BINFORD FARMERS MARKET shall be purchased at an auction or, except as may be approved in advance by BRAG, from a wholesale supplier. Any vendor who is found to be buying and reselling goods from auction may be asked to leave the market for the duration of the season.

Subject to applicable federal, State and local laws, regulations and guidelines, the following goods may be sold at the BINFORD FARMERS MARKET: fresh fruits and vegetables, dried and fresh herbs and spices, plants, flowers, honey, eggs, unpopped popcorn, flour and ground grains, meats and cheeses. Processed food items which are permitted include: jellies,

jams, preserves, frozen persimmon pulp, dried vegetables, dried fruits, cider or other pressed juices, ice cream, vinegar, herb vinegar and baked goods. These processed food items must be prepared in a licensed facility in accordance with Indiana law and sold in pre-packaged form. All vendors selling processed foods must prominently display their Board of Health certified kitchen licenses at their stand at all times. The sale of these food items requires proper labeling and must consist of the following: Name of Product / Location of Preparation / Description of Contents / Net Weight / Price.

Meat Products— Except as may be approved in advance by BRAG, all meat products must come from animals weaned by the Indiana farmer producer. Animals may be butchered or processed off-farm. Processing must comply with federal, State and local laws and regulations and the farmer/producer must supply documentation of such compliance with the vendor's application.

Milk, Dairy, and Cheese- Except as may be approved in advance by BRAG, milk must be from the Indiana farmer/producer's own herd; cheese and other dairy products must be made by the farmer/producer. Production must comply with state dairy ordinances and licensing, and the farmer must supply the documentation of such compliance with application. A current egg vendor license issued by the State Egg Board must be exhibited and a copy of license should be sent with the vendor's application.

Plants and Produce--Plants or produce for sale cannot be purchased at auction. If any vendor is found to be purchasing produce or plants at an auction for resale they may be asked to leave the market for the remainder of the season. No refunds will be due to the vendor. The only re-selling that can take place is by acquiring and selling another farmer's Indiana grown goods. Each plant must be cultivated by an Indiana producer from seed or plug for a minimum of six weeks.

The Vendor must display legible price markers for all goods offered for sale.
All goods offered for sale at the BINFORD FARMERS MARKET must be of superior quality.

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GOODS NOT PERMITTED

No potentially hazardous foods or other goods may be sold (this includes sprouts and pokeweed). Some plants, berries and roots are poisonous. The vendor is responsible for assuring that all goods offered are edible. Questions regarding potentially poisonous foods should be directed to the Poison Control Center at: 1-800-382-9097.

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HEALTH AND SAFETY REQUIREMENTS

All items intended for human consumption must be kept off the ground at all times and stored and displayed in safe and sound conditions. ***The vendor is solely responsible for damages resulting from the sale of unsafe or unsound goods.*** No potentially hazardous foods may be offered for sale. If you have questions regarding a particular food that is included in the minimally processed food items list, call the Marion County Health Department at 317-541-2222. Flowers are not to be displayed or sold in glass containers. They should be displayed in plastic or metal containers, which eliminate the danger of breakage. It is the responsibility of the vendor to keep abreast of all county and state rules and ordinances as they apply to the product that is sold. Most notable is the sale of mushrooms, honey and eggs.

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REGISTRATION TO SELL

Reserved vending space can be revoked at any time by the BINFORD FARMERS MARKET Steering Committee or Market Master if any of the above paperwork has not been submitted or if payment in full has not been received.

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ASSIGNMENT AND LIMITS OF SPACE FOR THE OUTDOOR MARKET

Vendors are limited to one vehicle space per space rented. ***Each regular full space is 20 ft in width with a line of 10 ft. into the center of the vending area.*** Vending spaces will be marked each week as needed for verification. For reserved table spaces the vendor must unload his/her vehicle by 7:15 a.m. on the day of market. If a vendor is not in their space by 8 a.m. and has not informed the Market Master that he/she will be late, that vendor will forfeit his/her spot for that day.

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ACCESS TO SPACE

Advertised outdoor Market hours are from 8 am to Noon.

Vendors are asked to be in their reserved spaces by 7:15 a.m.

Although not promoted, vendors may begin selling product as early as 7:30 am

No smoking will be allowed on the grounds of the outdoor BINFORD FARMERS MARKET.

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EXITING THE OUTDOOR BINFORD FARMERS MARKET SITE

All vendors must be packed and prepared to depart from the BINFORD FARMERS MARKET site by Noon (no earlier, please!) on market days. All personal items and equipment must be removed at that time. Vendors must properly dispose of ALL litter and debris from their area before leaving.

Any vendor found violating access to space safety rules may be asked to not return to the BINFORD FARMERS MARKET. For the safety of BINFORD FARMERS MARKET customers and vendors there can be no exceptions.

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EQUIPMENT AND SUPPLIES

Each vendor must supply his own tables or other display equipment. If selling goods by weight, the vendor must supply a legal produce scale that is subject to periodic inspection by the County Department of Weights and Measures. Umbrellas or other weather protection devices need to be supplied by each vendor. Each vendor is solely responsible for any damages or personal injury resulting from its equipment or set-up. No electricity will be available to vendors. Generators must be placed where they will not create noise pollution.

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MARKET MASTER

The BINFORD FARMERS MARKET Master will invite vendors to participate in the BINFORD FARMERS MARKET. The Market Master is authorized to direct any vendor to leave the BINFORD FARMERS MARKET site, remove any poor quality or unacceptable goods from sale at the BINFORD FARMERS MARKET, or instruct a vendor to not return if, for any reason, that vendor is not making a significant contribution to the BINFORD FARMERS MARKET. The BINFORD FARMERS MARKET Steering Committee and Market Master shall have sole authority and discretion as to permission to offer goods for sale at the BINFORD FARMERS MARKET.

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INSURANCE

All vendors must supply BRAG with a certificate of liability insurance in the amount of One Million Dollars general liability. Binford Redevelopment & Growth, Inc. (BRAG) and its directors, officers, employees, contractors and representatives shall be listed as additional insured. No vendor will be allowed to sell in their space until the BINFORD FARMERS MARKET Steering Committee receives appropriate verification of all required insurance.

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VENDOR RATES

- \$125 for the full 25 week outdoor season, payable in full before the May 8, 2010 opening.
- \$50 for participation at all the special indoor holiday Markets that will be held on March 27th, April 3rd, November 20th, December 4th and December 11th, to be held 9 am to noon inside the Hawthorn Plaza on the northwest corner of Binford/East 62nd Street, Indianapolis 46220. Payable in full before March 18th, 2010.
- Pro-rated fees can be arranged between the vendor and Market Master before the May 8th outdoor opening and/or the March 27th indoor Market opening.
- \$15 per individual Saturday. Payable before setting up. Certificate of insurance must be shown.
- Please check with the Marion County Health Department Market regarding additional sampling fees. Contact Carol Ryan at (317) 221.2244 or cyran@hhcorp.org If they impact you as a vendor, the Market Master will contact you right away about those terms and fees.

The undersigned hereby applies to participate as a vendor at the 2010 Market. If invited to participate as a BINFORD FARMERS MARKET vendor, I agree to abide by these guidelines (which I have read in their entirety and have acknowledged by my initials where indicated above) and all applicable laws, regulations, ordinances and any policies, procedures, instructions or other requirements of the BINFORD FARMERS MARKET Steering Committee and Market Master.

Signature

Print Name

Address: _____

City/Zip: _____

Cell: (____) _____

Daytime phone: (____) _____

Email: _____

*Please describe the type of produce or other goods you plan to sell
at the BINFORD FARMERS MARKET this year:*

Please describe the items that you will be offering as samples:

Please make your check out to Binford Redevelopment & Growth, Inc. and send it with this signed contract and certificate of insurance to:

Kas Vargo, BRAG Treasurer
5844 Eastview Court
Indianapolis, IN 46250
kasvargo@gmail.com

Thank you so much!

We're looking forward to another wonderful BINFORD FARMERS MARKET with you –

Jane Lommel,
Binford Farmers Market

<http://www.BinfordFarmersMarket.com>

"Bringing the best from Indiana farms and gardens to YOU!"

home office: 317.841.0755
cell: 317.506.1105