



2022 SEASON

VENDOR RULES
& APPLICATION

PRICING LIST

2022 FARMERS MARKET SEASON

\$250 FULL SEASON VENDOR

Full Season includes all Saturdays and Sunflower Fair. Season Fee must be paid prior to May 1, 2022.

\$230 HALF SEASON VENDOR

Half season includes every other Saturday, as well as Sunflower Fair. Season Fee must be paid prior to May 1, 2022.

\$25 SATURDAY FEE

Includes one 10 x 10 vendor space for Saturday Market. Additional spaces may be purchased for \$25/Saturday. Excludes Sunflower Fair Market on Sept. 17

\$50 SUNFLOWER FAIR ONLY

One 10 x 10 Vendor space on the Third Saturday of September from 8AM until 4PM. Located on Jefferson Ave in Sunflower Fair area. No electric available.

\$25 ELECTRIC FEE

If you require electric for the market season, vendor is subject to an \$25 electric fee to cover cost.



RULES SUMMARY

1 NO SMOKING

Vaping, cigars, cigarettes and chew tobacco are prohibited in market area. Smokers must maintain 8 feet outside of Market area. Three strikes and you will be asked to not return.

2 TIMING

Set up occurs no earlier than 6:30AM. Vendors are expected to be present from 8AM - 1PM. Vendors arriving after 8AM with no notice may be asked to not participate that day.

3 KEEP IT CLEAN

No cursing, yelling or bantering with customers or other vendors. No exceptions. Please pick up all trash with you. Let's keep La Porte beautiful.

4 NEW PRODUCTS

Significantly new products must be approved by the Market Managers prior to sale. List all ingredients and ensure location origin labels are on new products. New products may need to be approved through the LaPorte County Health Department. (219) 326-6808 ext. 2200

5 BREAKDOWN

No Tearing down earlier than 1PM without prior approval. If you tear down early more than once, you may be asked not to return.

6 NO SHOW

No Call/No shows, 2 strikes and you may be asked not to return for the duration of the season.

7 CALL-OFFS

Call-Offs are only permitted in the event of illness, emergencies etc. You must call or text Market Manager before 7AM Market Day. Failure to give notice will fall under the No Show policy.

8 HEALTH DEPARTMENT

All vendors are to adhere by all Health Department required licenses and permits. Failure to do so will result in expulsion from the market.

2022 MARKET AT LA STITCH

RULES & REGULATIONS

ELIGIBILITY TO SELL

1. A vendor is any person offering for sale articles of human consumption, such as fruits or their juices, vegetables, edible grains, nuts and berries and apiary products or non-edible articles such as cut or potted flowers, articles which have been raised, prepared or manufactured by the vendor, members of his/her family or by persons in his/her employ. The Market Manager must approve regional/seasonal products other than those grown by the producer.
2. Lessee will maintain and show proof of liability insurance in a minimum amount of \$1,000,000 aggregate, \$500,000 per occurrence and the City of LaPorte further held harmless and named as an additional insured for any act or occurrence resulting from the vendor, its employees, agents or assigns. A copy of the policy shall be provided to the La Porte Civic Auditorium/City of La Porte office.

SELLING REGULATIONS

1. Fresh produce may be sold by the piece, or by weight on a scale that is legal for trade and bears a current seal. The face of the scale must be visible to the buyer. Scales used in prepackaging are not subject to state testing; however, produce so packed is subject to inspection to verify the accuracy of the claimed weight. Most produce is sold in volume containers or by the count. When produce is precut and wrapped, a label must be applied to the package to clearly indicate the complete business name and address of the packer or distributor. The label on prepackaged produce sold by weight must also show the commodity name, net weight, price per pound, total price and, if packed other than on the premises, the business name and address.
 - a. All fresh berries, cherries, currants and other small fruit may be sold, if in the bulk, or in standard-sized containers such as quarts, pints, standard dry measure, etc. The fruit must be uniform in size or sold by the numerical count.
 - b. Melons may be sold by the count.
 - c. Corn may be sold by the half dozen or in multiples.
 - d. Root crops may be sold by the piece or by the bunch.
2. The source for all bulk products such as dried fruits, edible grains, dried herbs, nuts and seeds must be identified and displayed.
3. Any perishable items such as fresh fruit juice, cider, meat, etc., must be kept at a temperature of 40° F or below.
4. Product "dumping" below fair market value is prohibited except when product is identified to purchaser as being of inferior quality.
5. No unwholesome or spoiled articles may be offered for sale such as cracked melons, overripe tomatoes, worm infested corn, etc.
6. Certified organic growers must display certification.

RULES & REGULATIONS, CONT.

7. A general listing of products and specialty items must be submitted to the Market Manager prior to market for his/her review. The Market Manager may individually determine whether certain "questionable" items may be sold at market.
8. All baked goods and on-site prepared food vendors must have acquired all necessary licenses, permits, etc. prior to market season and furnish copies to the Market Manager before entrance to the market as a vendor. All vendors must be in compliance with all local Health Department rules.
9. The collection of Indiana State sales tax is the responsibility of the seller.
10. The sale of fish, eggs, or dairy products shall be permitted as long as the vendor is in compliance with all state laws and/or local Health Department rules and regulations covering such product sold at the market.
11. Purchased products for resale must be acknowledged. Signage is required to be displayed at all times for purchased produce (i.e. Indiana melons, Michigan peaches, etc.).
12. Vendor spaces are not transferable. All vendors will be assigned a market space prior to the season opening. Vendor relocation may be approved at the discretion of the Market Manager.

GROWER DISPLAY ARRANGEMENTS

1. Sellers must furnish their own tables, chairs, drop-cloths, display arrangements, and rain protection as they will not be supplied by the Market. The Market is open-air; no shelter is provided. All canopies, tents, umbrellas, etc., must always be securely anchored. Failure to do so is cause for expulsion.
2. Each seller must display a sign with name and hometown. Signage is also required for vendors accepting WIC/Senior Citizen coupons.
3. Delivery trucks and all other equipment used for transportation and display shall be kept clean at all times with adequate protection against contamination to products.
4. No seller shall attract attention to his goods by hawking or crying out.

CLEAN-UP REGULATIONS

Sellers must remove all waste from their spaces and Market areas before leaving for the day. It would be useful to have a basket or bucket for trimmings/waste. Seller's sales and display area must be kept free and clear of unsightly and dangerous debris. Sellers who fail to clean up will face possible suspension or expulsion from the Market.

TIMES & HOURS OF OPERATION

The Market will run on Saturdays from May 28, 2022 through October 22, 2022, 8 a.m. to 1 p.m. local time. All vendors are expected to stay through the duration unless they are sold out of product. No vendor will be allowed to enter the Market after the Market is open. Vendors must be set up and ready to sell once the Market opens at 8 a.m.



VENDOR APPLICATION

2022 FARMERS MARKET SEASON

VENDOR NAME

COMPANY NAME

ADDRESS

CITY, STATE, ZIP

EMAIL ADDRESS

CELL PHONE

SALES TAX ID NUMBER

PRODUCTION LOCATION

COUNTY, TOWNSHIP

WIC CERTIFICATION NUMBER (IF APPLICABLE)

LIST ALL ITEMS YOU INTEND TO SELL

WHICH MARKETS WOULD YOU LIKE TO ATTEND?

☐ **FULL SEASON (23 WEEKS) \$250**

☐ **WEEKLY \$25 PER SATURDAY**

☐ **HALF SEASON (12 WEEKS) \$230**

☐ **SUNFLOWER FAIR ONLY \$50**

☐ MAY 28

☐ JULY 2

☐ AUGUST 6

☐ SEPTEMBER 3

☐ OCTOBER 1

☐ JUNE 4

☐ JULY 9

☐ AUGUST 13

☐ SEPTEMBER 10

☐ OCTOBER 8

☐ JUNE 11

☐ JULY 16

☐ AUGUST 20

☐ **SEPTEMBER 17
SUNFLOWER FAIR**

☐ OCTOBER 15

☐ JUNE 18

☐ JULY 23

☐ AUGUST 27

☐ SEPTEMBER 24

☐ OCTOBER 22

☐ JUNE 25

☐ JULY 30

☐ **ELECTRIC FEE FOR THE SEASON \$25**

ACKNOWLEDGEMENT AND RELEASE STATEMENT

I certify that all information provided in this application is correct, and that I have read and agree to abide by the 2022 Market at La Stitch Rules and Regulations.

I agree to conduct myself in a professional manner with respect to my neighbors, customers, the Market Manager and the City of La Porte. I fully understand that should the Market Manager find fault with my product or conduct, it is my responsibility to correct it or vacate the premises without refund or incident.

I agree to indemnify and hold harmless the City of La Porte and its employees, volunteers, and private property owners from any loss or liability that may arise as a result from my entry in the Market.

Signature

Date

PLEASE INCLUDE THE FOLLOWING WITH YOUR APPLICATION

- ☐ **COPY OF EGG BOARD CERTIFICATE** (IF SELLING EGGS)
FOUND AT: [HTTPS://AG.PURDUE.EDU/ANSC/ISEB/LICENSING/](https://ag.purdue.edu/ANSC/ISEB/LICENSING/)
- ☐ **COPY OF INSURANCE POLICY**
LISTING THE CITY OF LA PORTE AS AN ADDITIONAL INSURED.
- ☐ **PHOTO OF VENDOR SET UP IF NEW VENDOR (DIGITAL OR PAPER COPY)**
VENDOR SPACE MUST INCLUDE SIGNAGE LISTING VENDORS NAME / PRICING OF ITEMS/ AND BE VISUALLY APPEALING
- ☐ **PLEASE FILL OUT ALL APPROPRIATE PAPERWORK WITH THE LA PORTE COUNTY HEALTH DEPARTMENT**
[HTTPS://LAPORTECO.IN.GOV/DEPARTMENTS-ONLINE/HEALTH-DEPARTMENT/ENVIRONMENTAL-HEALTH-SERVICES/](https://laporteco.in.gov/departments-online/health-department/environmental-health-services/)

PLEASE SEND THIS APPLICATION AND ANY SUPPORTING MATERIALS LISTED ABOVE TO:

THE LA PORTE CIVIC AUDITORIUM
ATTN: BRETT BINVERSIE
1001 RIDGE STREET
LA PORTE, IN 46350

CHECKS CAN BE MADE OUT TO "THE CITY OF LA PORTE"