



**Tipton County
Farmers' & Artisans' Market**
*Buy Fresh, Buy Handcrafted,
Buy Local!*

Welcome Potential Vendor!

Please join us in celebrating the many talents of the people of Tipton County! The Tipton County Farmers' & Artisans' Market Association is excited at the opportunity to work with all of you in encouraging the community to *"Buy Fresh, Buy Handcrafted, Buy Local."*

If you have any questions, call Vicki at the Tipton County Chamber of Commerce at 765-675-7533. When your application is completed please e-mail to vwarner@tiptonchamber.org or drop off/mail to the Chamber office at 114 S Main St. in Tipton.

We are excited to see the Tipton County Farmers' & Artisans' Market continue to grow and serve the needs of our community! Thank you for playing a vital role in this effort!

Respectfully yours,

Tipton County Farmers' & Artisans' Market Association

“The effort to make as many people successful as possible”

Essential Components of a Successful Farmers’ & Artisans’ Market

- *Consistency from week to week*
- *A Master of the Market is on hand most Saturdays & easily identified*
- *Attendees have the impression that the event is well planned, organized and the participants are optimistic & care about the event being successful.*
- *The Vendors have the perception that the Farmers’ & Artisans’ Market is a good idea.*
- *The overall experience meets the expectation of the attendees*
- *The produce and food is better than the attendees expect.*
- *Pursue good ideas and unique opportunities to continually improve the Saturday experience.*
- *Strive to make consistent with what we want outsiders to understand about Tipton County & the people that live there.*
- *Utilize sights, sounds & smells in providing a unique and memorable day.*
- *Pursue making the feeling of the day upbeat and optimistic about Tipton County’s future.*
- *Post the vendors & features on the Facebook page & mass e-mail to our contact list the Friday prior to the event.*

Rules and Guidelines for 2018

In consideration to license space(s) and vend in 2018 in the Tipton County Farmers' & Artisans' Market, the Farmers' & Artisans' Market Association (FAMA) and the Vendor (Vendor) agree to the following terms and policies by signing the attached Contract:

1. ADMINISTRATION AND TIMES OF OPERATION

The FAMA shall govern as Market Manager, who will oversee Market operations and manage vendors in accordance with terms and or policies set forth in this contract. All Vendor concerns or questions regarding operation of the Market are to be directed to the FAMA.

The Farmers' & Artisans' Market will operate each Saturday beginning the first Saturday in June through the end of October, weather permitting.

The times of operation of the Market will be as follows:

Saturdays – 9:00 A.M. to 2:00 P.M.

2. ELIGIBILITY OF VENDORS:

To sell at the Market, vendors must offer permitted goods. The FAMA reserves the right to make final determinations on eligibility.

3. GOODS PERMITTED FOR SALE:

The following goods may be sold at the Market: the rule of thumb is they must be home grown and/or home made. These items are permitted –fruits & vegetables, potted, fresh cut and dried flowers, potpourri, fresh and dried herbs as well as products using natural herb extracts, bedding and foliage plants, trees, bushes, honey, flour and ground grains, eggs, chicken & beef with the appropriate permits. Handmade items such as artwork, jewelry, crafts, soap, candles and pottery are also permitted. If a vendor sells soaps, body or hand lotions, the soap and lotions must be handcrafted by the vendor.

Please note: the following processed items are permitted, but **must** be prepared in accordance with Tipton County Health Department regulations: baked goods, maple syrup, popped corn, dips, jellies, jams, preserves, sorghum, frozen persimmon pulp, dried vegetables, dried fruits, dried soups, sauces, pet-food products, cider or other pressed juices, chutney, vinegar, meats, coffee and tea. If you have any questions about licensed facilities or other requirements, please call the Tipton County Health Department at (765) 675-8741. The Tipton County Health Department is the ruling body on food processing and selling requirements at the Market.

4. EQUIPMENT AND SUPPLIES

Each Vendor may supply a stand, counter, table, tent, and/or display. The back or tailgate of a truck or wagon may be used in addition or in place of the above. The walkways must be kept clear for pedestrian use. Umbrellas or other weather protective devices may be supplied by the Vendor, who is solely responsible for damages or personal injuries resulting from the use thereof.

TIPTON COUNTY FARMERS' AND ARTISANS' MARKET GUIDELINES

1. An e-mail will be sent to vendors on Mondays and again on Thursdays asking who will be setting up the following weekend. The purpose of these e-mails are as follows:

- To confirm whether you're attending & what you'll be bringing.
- To add you to the e-mail & Facebook blasts that go out every Friday from the Chamber of Commerce to 2,500 recipients.
- To add you to the Market Master's Booth Layout Plans for Saturday.

2. Arrive early before the Market opens.

- You probably already know how long it takes for you to set up.
- Allow yourself plenty of time.
- The Market Master arrives early and will direct you to your designated spot.
- Please, follow his or her direction. Selecting your own spot, often causes chaos in the setting-up process for others. Sometimes, the lot is completely full, so, planning is essential.

3. You are free to drive into the 'Moser' parking lot to set up.

- In your e-mail to confirm your attendance, let us know if you sell from your truck. It does affect placement.
- If you're not using your truck, the vehicle must be moved to the lot just south of the Market parking lot, until you pack up.

4. Come prepared with tent or umbrella, tables & chairs.

- It gets extremely hot on the parking lot.
- You, your product and the customers will appreciate the shade it offers.

- Of course, it also protects against rain.

5. During the day we will jury your product, just to make sure you're following the Health Dept rules and our requirements. If necessary, we may ask you to remove certain item(s) from your booth.

- We do require you to label and present food items following Health Dept rules.
- We do require you to sell YOUR "home-grown/home-made items". If they are not yours, please have signage where they are from.
- We function on the honor system and hope you will, too.
- When in doubt, please ask. The Market Master will always be ready to make a judgement call.

6. If it rains:

- We leave the decision to attend up to you.
- Some come, no matter what the weather.
- Others may not wish to bring their product out to brave the storm.
- Let Lightning be a deciding factor.

7. REMEMBER:

- We don't require you to pay for a booth.
- We don't require you to come for the entire season.
- We don't require you to stay until 2pm.
- We do require you to come by 9am, or your spot could be given away and barricades are put up to keep vehicles from driving through the Market.
- Your schedule is determined by you.
- Market Master to make necessary changes to the layout.

TIPTON COUNTY FARMERS' & ARTISANS' MARKET

Located on the corner of Jefferson and Court St.

Mailing address: 114 South Main St., Tipton, IN 46072

Chamber of Commerce (765) 675-7533 - vwarner@tiptonchamber.org

Vendor Application

Name _____

Business Name _____

Product Type (check all that apply)

Fruits/Vegetables ___ Dairy ___ Meat ___ Baked Goods ___ Prepared Foods ___

Hand-crafted ___ Nursery Product ___ Eggs ___ Other ___

Address _____

Phone _(____)_____ E-mail _____

Website _____

Facebook Name _____

I hope to participate in: June ___ July ___ Aug. ___ Sept. ___ Oct. ___

List items to be sold at the Market and approximate dates of availability.

Crop/Product

Dates Available

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

This 2018 contract for vending in the Tipton County Farmers' & Artisans' Market is entered into and agreed upon, with the Vendor having fully read and being in full agreement with the attached "Terms and Policies, as of the _____ day of _____, 2018.

Vendor Signature

FAMA Signature

Vendor (Print Name)

FAMA (Print Name)