

2017 NEWCOMERSTOWN FARMERS' MARKET  
RULES AND APPLICATION

LOCATION:

Newcomerstown Public Library parking lot  
Main Parking lot will be closed to traffic during the Farmers' Market.

PURPOSE:

The purpose of the Newcomerstown Farmers' Market is to promote local agriculture and provide fresh, seasonal foods as well as locally grown plants and locally produced products for sale to the public.

TIME:

10:00am – 1:00pm Fridays  
Selling: Starting at 10:00am  
Setup: Starting at 9:00am  
1<sup>st</sup> Friday in May through 2<sup>nd</sup> Friday in October

RULES:

1. The Newcomerstown Public Library hosts the Farmers' Market free of charge.
2. **To participate, vendors must grow, raise or make what they sell.** Vendors who live in Tuscarawas, Coshocton, Guernsey, Harrison and Holmes County will be given priority if space becomes limited
3. **All vendors must complete and sign a vendor application including a Participation Waiver and Hold Harmless statement before setting up a booth.**
4. Items permitted: Vegetables, fruits, plants, cut herbs and flowers, baked goods, meat, eggs, honey and apiary products, wool, fiber, arts and craft products (not made from kits). In addition:
  - a. Vendors must provide refrigeration for products that require refrigeration
  - b. No animals may be sold
  - c. No products may be offered for sale that are used
  - d. No products may be offered for sale that have been bought from another farmer, crafter, food vendor, store, or wholesaler other than immediate family members
5. No smoking, alcohol or tobacco products permitted on library property.
6. Booth space is limited to one **parking space** as defined by the yellow lines delineating parking spaces in the parking lot (*sidewalks prohibited*). Vendors may park one vehicle in this space and sell goods from their vehicle.
7. Vendors are limited to one booth space.
8. Booth space is on a first come first serve basis.
9. No additional vendor vehicles are permitted in the parking lot during the sale.
10. Library visitor and library patron vehicles are not permitted in the parking lot during the sale.
11. Vendors provide their own booth which may consist of tables and freestanding awnings or tents. No pins or stakes may be driven into the parking lot. Vendors are responsible for creating a safe shopping environment for those attending the market. This includes, but is not limited to, safely displaying products and properly securing tables, awnings, displays or tents.
12. Vendor must display a sign listing vendor's name and location (town name is adequate). Signs are limited to booth area.

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13. Processed goods including baked goods, jams, jellies, salsas etc. must have labels listing all ingredients (*Required by State*).
14. Prices must be clearly displayed. A price list may be used in place of price labels on individual items.
15. Pricing of goods is the sole responsibility of the vendor; however, vendors may not give items away for free or at "below-cost" to undercut other vendors.
16. Vendors selling product by weight must provide their own scales.
17. Vendors are expected to bring quality product to the market. Vendors bringing poor quality product to the sale will be asked to leave for the day.
18. Cleanliness and healthy hygiene are required of all vendors. All trash must be secured in plastic trash bags before being placed in the library's trash bin.
19. Vendors and their representatives are expected to behave in a polite and business-like manner.
20. Vendors must have an authorized representative in their booth at all times during the sale.
21. Small children brought to the Market by vendors must be supervised by a responsible adult.
22. Vendors are responsible for complying with all applicable federal, state, and local laws pertaining to their product. All market vendors are subject to inspection by the Tuscarawas County Health Department for compliance.
23. Neither the Newcomerstown Public Library nor its representatives are responsible for damage or loss of any personal property.
24. Newcomerstown Public Library administrators will enforce market rules and reserve the right to assign spaces.
25. Vendors who violate market rules will be asked to leave.
26. All vendors will receive a copy of these rules.

**KEEP THIS COPY OF MARKET RULES FOR FUTURE REFERENCE.**

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**VENDOR APPLICATION**  
RETURN COMPLETED COPY TO LIBRARY ADMINISTRATOR

|         |                  |
|---------|------------------|
| Name^   | Business Name^   |
| Street^ | State^ Zip^      |
| Phone^  | Alternate Phone^ |
| Email^  | Website^         |

Product(s) for sale/Business Information:

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Vendor Representatives working at Market:

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***Participation Waiver and Hold-Harmless Agreement***

I do hereby acknowledge that I participate voluntarily in the program sponsored by the Newcomerstown Public Library. I am solely responsible for the products sold and their compliance with the Tuscarawas County Health Department. I understand the Newcomerstown Public Library simply grants me vendor space and is not responsible for my products for sale. I declare that my health and physical condition is adequate to meet the requirements of the program. I covenant and agree to hold harmless the Newcomerstown Public Library and its representatives against and from any and all costs, damages, or expense arising out of or from any accident or other occurrence causing injury to myself, or any person or property during participation in this program.

***Newcomerstown Farmers' Market Rules***

I hereby certify that I have received, read, and agree to comply with the Newcomerstown Farmers' Market Rules. I further certify that I agree to comply with all applicable federal, state, and local regulations pertaining to the products that I sell.

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

**For Newcomerstown Public Library use only:**

Received by \_\_\_\_\_ Date \_\_\_\_\_

