



# ***HOLIDAY MARKET***

## ***CONTRACT***

**Please circle dates you are interested in and table size.** *(The Market will supply either a 6' or 8' table with two chairs per vendor. Requested Dates are not guaranteed and will be confirmed by the Market Coordinator. Space and opportunity are limited)*

**9:00 a.m. - 1:00 p.m.**

<b>October 5th</b>	<b>\$22/8 ft tables</b>	<b>\$20/6 ft tables</b>
<b>November 2nd</b>	<b>ALL FULL</b>	<b>ALL FULL</b>
<b>December 7th</b>	<b>ALL FULL</b>	<b>\$20/6 ft tables</b>

Print Name: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Facebook Page: \_\_\_\_\_

Produce/Products to be Sold: \_\_\_\_\_

The Rochester Public Library Farmers Market is authorized to release my name and contact information.

My signature confirms that I have received and will comply with the Rules and Regulations. I also recognize that the Rochester Public Library Farmers Market takes video and photographs on a regular basis that may include me, my family, my products, or my market stall.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please make checks payable to the Friends of the Rochester Public Library District.** Completed contract, waiver and check should be mailed or dropped off at One Community Drive, Rochester, IL.

**Amount Paid:** \_\_\_\_\_

- It is the responsibility of each vendor to follow the laws of the State of Illinois.
- Vendors who cannot attend requested date are asked to let the Farmers Market Coordinator know preferably by end of day Wednesday before market day through telephone or email.

## **Products:**

**Raw Produce:** Fresh, whole, uncut, unprocessed produce that is minimally rinsed to remove visible soil otherwise unprocessed and minimally packaged. Products sold by weight must comply with the standards of the State of Illinois for sales by weight. All scales must be legal and certified prior to participation at the market. For a list of Illinois Registered Small Scale Companies, visit [www.agr.state.il.us](http://www.agr.state.il.us) or call (217) 785-8466.

Sampling is not permitted unless the vendor provides a wash station.

**Honey:** Honey in the comb or that is removed from the comb and in an unadulterated condition is exempt from restrictions if the producer packs or sells less than 500 gallons a year. However, federal labeling laws must be followed.

**Processed Products:** Eggs, meat, and poultry must be a product of the vendor. All products must be processed in licensed facilities and properly labeled. All products must comply with local, state, and/or federal health ordinances. Please contact the Sangamon County Department of Health at (217) 535-3145 to get more information on current regulations. Vendors who sell meat or poultry at the market shall have a valid State license and shall provide a copy of such license to the Department. The meat and/or poultry sold at the market by the vendor shall come from animals owned, raised or processed by the vendor in Illinois at a location identified by vendor. Vendor shall not sell any eggs at the market unless the vendor complies with the Illinois Egg Law requirements and provides Department appropriate documentation thereof.

**Commercially Produced Prepackaged Food Products:** Illinois products are allowed for sale at the market if they meet applicable regulations and requirements, including labeling requirements.

**Value-added Products:** Baked items must be prepared by the vendor in an Illinois home kitchen and must be properly labeled. All baked goods sold shall be prepared in a certified kitchen or meet the criteria of the Cottage Food Regulations as in compliance with the Sangamon County Health Department and the State of Illinois. Handmade soaps/lotions must be made with locally grown produce and labeled properly according to local, state, and federal guidelines.

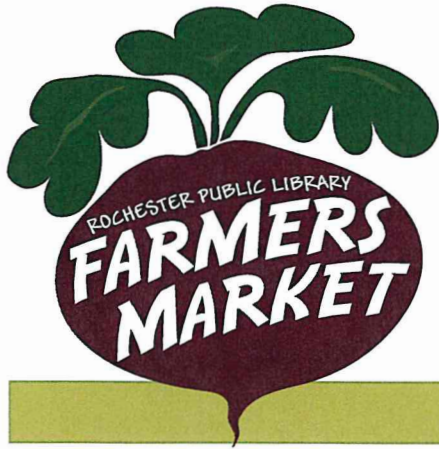
**Crafts:** All crafts must be handmade and/or created from locally owned facilities within the State of Illinois.

**Direct Sales:** Only one vendor allowed per direct sales company. The first vendor to submit an application with payment will receive reservation of space.

**All VENDORS who have appropriate licenses and tax ID numbers should send a copy with their contracts. If you are unsure if your product is approved for the market, please call the Farmers Market Coordinator.**

## **Contact Information:**

*Call the Farmers Market Coordinator, Keshia Barbee at [RochesterLibraryFarmersMarket@gmail.com](mailto:RochesterLibraryFarmersMarket@gmail.com). You can also visit or call the Rochester Public Library District at (217) 498-8454, One Community Drive, Rochester, IL 62563*



## ***VENDOR OR NONPROFIT LIABILITY WAIVER***

### **Rochester Public Library Farmers Market Liability Waiver & Indemnification Form**

#### **Liability Waiver:**

The Rochester Public Library Farmers Market does not cover product liability for individual vendors or liability for personal damages caused by your market display.

I understand that individual product liability and liability for my market display is my responsibility. I do hereby release the Rochester Public Library District, the Friends of Rochester Public Library District, the Rochester Public Library Farmers Market, and the Village of Rochester, its Library Board, Employees, and Volunteers from legal or financial liability due to my products and/or market display.

#### **Release & Indemnity Clause:**

I agree to indemnify and hold harmless the Rochester Public Library District and the Village of Rochester, The Friends of Rochester Public Library District, Rochester Public Library Farmers Market, its Library Board, Employees, and Volunteers of this entity from all claims, causes of action, liability, judgments, obligations, or costs of any nature whatsoever, including but not limited to costs and attorney fees, in connection with any such claims or the like made by or on behalf of any individual and/or entity and /or the individual's and/or entity's spouse, children, heirs, assigns, insurers, guarantors, officers, directors, agents, or person or entities claiming by or through an individual and/or entity.

By signing below, I, both on behalf of my business, if any, and individually:

1. Acknowledge that I have read and understand the Rochester Public Library Farmers Market Rules and Regulations.
2. Agree to be bound by and comply with the Rochester Public Library Farmers Market Rules and Regulations.
3. Acknowledge that I have read and understand both the Liability Waiver and the Release of Indemnity Clause.
4. Agree to be bound by and comply with both the Liability Waiver and the Release and Indemnity Clause.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_