



2023

Vendor Guidelines & Application

Location, Dates and Hours

1. The North Canton Farmers' Market will be held in and around the North Canton Civic Center at **845 West Maple St ~ North Canton, OH 44720**. It will be open **every Wednesday** (except the last 2 weeks of the year). The hours of operation are **3:00-6:00pm**.
2. **Vendors may begin to set up, starting at 1:30pm**. *NOTE: Market staff will not be onsite until that time.*
3. All set up must be complete prior to the market start time.
4. **All vendors must stay until the market closes. Early booth breakdowns and departures are prohibited.**
5. **Open RAIN or SHINE.** The market will not be cancelled in advance due to unfavorable forecasts, except for *Tornado and Blizzard Warnings*.

Rental Fees and Space Assignments

1. **Vendor fees are non-refundable.** *****NEW FOR 2023*** JAN, FEB, and MARCH = \$15 per market. APRIL—DEC = \$25 per market. PREPAID VENDORS receive 20% off their total vendor fees. Use of the Civic Center's tables and chairs are available for all prepaid vendors. Tables & chairs are available for inside use only.** Payment made to **Know Your Roots** in via check or cash. Credit card accepted with additional 3% fee.
2. Vendors are responsible for being self-sustainable, providing their own tents, tables (*unless prepaid*), chairs & displays.
3. The Market Managers/Coordinators, reserve the right to place vendors in different locations from week to week to provide the best possible market diversity.
4. **Vendors must display a sign identifying their farm/business and price all products.**
5. Vendors must keep their display within their allotted space, unless prior permission is obtained.
6. When setting up indoors, please move your vehicle to the assigned vendor vehicle area after unloading, to ensure adequate parking spaces for the community.

General Guidelines

1. Two (2) no call/no shows by a vendor will cause suspension from participating in the market for the remainder of the season. **No refunds will be given.**
2. **If unable to arrive by 2:30pm, please do not plan to participate on that date.** No refunds available for late arrivals.
3. **Products must be grown/created within the state of Ohio**, unless with prior approval due to a local option not being available. All products not Ohio grown/created, must be labeled as such, and produced in the USA.
4. Vendors are to set their own prices. **For customer ease, prices for all items are to be clearly marked.**
5. No loud music, shouting at shoppers, pets, alcoholic beverages, firearms or smoking on premises.
6. It is the vendor's responsibility to obtain all government required licenses and permits, and pay any fees required by the state or local government. This includes the vendor's license for goods sold, for which a sales tax must be collected.
7. **Scales must be accurate and are required to have Stark County inspection of weights and measures.** Contact Stark County Weights & Measure to ensure accuracy at 330-451-7356.
8. Vendors must wear proper attire and keep their area clean and free of debris during the market and promptly remove all personal items and dispose of all trash at the conclusion of each market.
9. **Vendors are encouraged to assist in promoting the North Canton Farmers' Market.**
10. **Any dispute concerning products, rules or regulations must be appealed in writing to Catherine Farina, the North Canton Deputy Director of Administration and Development. The Deputy Director has final say in settling any disputes presented. If need be, the Deputy Director has the discretion to ban vendors and/or guests from the market.**

General Guidelines Continued

11. Know Your Roots has the discretion to deny any application should it be determined to violate the “spirit of the market.” The spirit of the market includes, but is not limited to, a spirit that fosters community and inclusivity, and showcases vendors and their products primarily. Divisive, discriminatory, hateful, or non-inclusive ideology and/or information shall automatically be deemed in violation.
12. No vendors shall be involved in political campaigning of any kind and the distribution of information that is politically related shall be prohibited at the North Canton Farmers’ Market.
13. Vendors are required to adhere to any mandates in effect, per the Governor of Ohio and/or the Ohio Department of Health.
14. **Vendors will respect the integrity of the market, its customers and each other, at all times.**
15. **No bummers please :)**

Eligible Products

1. **Products sold at the market must be locally produced.** Know Your Roots has the right to monitor the products that are for sale by vendors and restrict the sale of items that do not meet the mission of the market. With pre-approval by the Market Manager, vendors may offer up to 20% of their sellable products that are created by another vendor, as long as said product is labeled properly. **Farm vendors are subject to onsite farm visits to verify local growth of all produce.**
2. All products labeled organic, must be certified by an accredited organization.
3. Bakery products and other “cottage foods” must meet all labeling requirements.
4. Eggs or food items requiring refrigeration must be in compliance with food storage regulations.
5. Flea market or second hand resells are not permitted.
6. No live animals may be sold or given away at the market.

Compliance

1. Vendors must comply with all applicable local health department, Ohio Dept of Agriculture, USDA (614-728-6250) and other federal, state or local licenses which may include a food license from the Stark County Health Department (330-493-9904). **If so, a copy of the food license (if required) must be provided with your application.** State and local licenses (if required) must be displayed within the vendor’s space.
2. The North Canton Farmers’ Market is not responsible for the enforcement of USDA, ODOA or any other local regulations. **Each vendor is responsible for compliance with regulations for their sales.**
3. All vendors are independent entities and are responsible for compliance with local codes and paying all applicable taxes, federal, state and local. **Personal and product liability is the responsibility of the vendor.**
4. Vendors must comply with all laws, ordinances and regulations of the United States, State of Ohio, Stark County and the City of North Canton.

Proof of Insurance

Vendors are required to provide proof of liability insurance to participate. Such can be provided in the form of a declaration page for a commercial, vendor or homeowner liability policy. The City of North Canton and Know Your Roots are not responsible for any damage, loss, injury, theft, harm or altercation that may occur before, during and/or after the market.

Market Contact

Jena Grosschmidt - (330) 209-0809 or KnowYourRootsOhio@gmail.com
Ryan Grosschmidt - (330) 575-7290

Follow the market:

www.facebook.com/NorthCantonOhioFarmersMarket/
www.instagram.com/northcantonohiofarmersmarket/



Business Name: _____

Owner's Name: _____

Mailing Address: _____

City & ZIP: _____

Business Phone: _____

Cell Phone: _____

Email: _____

Website: _____

Facebook Page: _____

Instagram Page: _____

Insurance Information

My proof of liability insurance is included with my application.

My insurance agent will email my proof of liability to **KnowYourRootsOhio@gmail.com**

My signed completion of this application, confirms that my products are made/created in Ohio.

If not made/create in Ohio, please describe:

I, with the intention of binding myself, my spouse, my heirs, my legal representatives and my assignees; voluntarily, knowingly and expressly release the City of North Canton, Stark County Ohio, and Know Your Roots, LLC, or any member or employee thereof, from all claims, demands, actions, judgements and executions, that I now have or may have, or that anyone claiming through me may have or claim to have, against the City of North Canton, Stark County, Ohio, and Know Your Roots, LLC, or any member or employee thereof, created by or arising from my participation in the farmers' market offered on property owned by the City of North Canton, Stark County, Ohio.

I have read, understand and intend to abide by the 2023 Vendor Guidelines & Application for the North Canton Farmers' Market.

Print Name: _____

Signature & Date: _____

SUBMIT TO: Know Your Roots at 9690 Gans Ave NE ~ Canton, OH 44721

or

KnowYourRootsOhio@gmail.com

You will receive an email from **KnowYourRootsOhio@gmail.com** within a week of receipt of your application to confirm status. Upon acceptance, payment due before first market date, to secure a guaranteed spot and receive the prepaid discounted prices.

PRODUCTS

Choose all descriptions, that best describe your line of products.

- | | | | |
|--|--|--|--|
| <input type="checkbox"/> Antibiotic Free | <input type="checkbox"/> Cottage Food | <input type="checkbox"/> Pasture Raised | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Hormone Free | <input type="checkbox"/> Licensed Home Bakery | <input type="checkbox"/> Locally Sourced | <input type="checkbox"/> Non GMO |
| <input type="checkbox"/> Certified Organic | <input type="checkbox"/> Commercial Bakery | <input type="checkbox"/> All Natural | <input type="checkbox"/> Corn Finished |
| <input type="checkbox"/> Free Range | <input type="checkbox"/> Certified Naturally Grown | <input type="checkbox"/> Sustainable | <input type="checkbox"/> Grass Fed |

DATES

*Mark **I** on all dates you would like to set up **INDOORS** and **O** on dates you prefer a spot **OUTDOORS**.*

- | | | | | | | |
|----------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|---------------------------------|----------------------------------|
| <input type="checkbox"/> JAN 4 | <input type="checkbox"/> JAN 11 | <input type="checkbox"/> JAN 18 | <input type="checkbox"/> JAN 25 | <input type="checkbox"/> FEB 1 | <input type="checkbox"/> FEB 8 | <input type="checkbox"/> FEB 15 |
| <input type="checkbox"/> FEB 22 | <input type="checkbox"/> MAR 1 | <input type="checkbox"/> MAR 8 | <input type="checkbox"/> MAR 15 | <input type="checkbox"/> MAR 22 | <input type="checkbox"/> MAR 29 | <input type="checkbox"/> APR 5 |
| <input type="checkbox"/> APR 12 | <input type="checkbox"/> APR 19 | <input type="checkbox"/> APR 26 | <input type="checkbox"/> MAY 3 | <input type="checkbox"/> MAY 10 | <input type="checkbox"/> MAY 17 | <input type="checkbox"/> MAY 24 |
| <input type="checkbox"/> MAY 31 | <input type="checkbox"/> JUNE 7 | <input type="checkbox"/> JUNE 14 | <input type="checkbox"/> JUNE 21 | <input type="checkbox"/> JUNE 28 | <input type="checkbox"/> JULY 5 | <input type="checkbox"/> JULY 12 |
| <input type="checkbox"/> JULY 19 | <input type="checkbox"/> JULY 26 | <input type="checkbox"/> AUG 2 | <input type="checkbox"/> AUG 9 | <input type="checkbox"/> AUG 16 | <input type="checkbox"/> AUG 23 | <input type="checkbox"/> AUG 30 |
| <input type="checkbox"/> SEPT 6 | <input type="checkbox"/> SEPT 13 | <input type="checkbox"/> SEPT 20 | <input type="checkbox"/> SEPT 27 | <input type="checkbox"/> OCT 4 | <input type="checkbox"/> OCT 11 | <input type="checkbox"/> OCT 18 |
| <input type="checkbox"/> OCT 25 | <input type="checkbox"/> NOV 1 | <input type="checkbox"/> NOV 8 | <input type="checkbox"/> NOV 15 | <input type="checkbox"/> NOV 22 | <input type="checkbox"/> NOV 29 | <input type="checkbox"/> DEC 6 |
| <input type="checkbox"/> DEC 13 | CLOSED DEC 20 & 27 | | | | | |

SPOT

Help us provide you with the best available spot by sharing your ideal dimensions/layout of your display & product needs.

- Type of Vehicle CAR/SUV TRUCK TRUCK with ___X___ TRAILER
Do you require electrical access? YES NO WOULD BE NICE

FORMS OF PAYMENT ACCEPTED *Choose all that apply.*

- | | | | |
|--|--------------------------------------|------------------------------------|---------------------------------------|
| <input type="checkbox"/> Cash | <input type="checkbox"/> Credit Card | <input type="checkbox"/> PayPal | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Check | <input type="checkbox"/> Venmo | <input type="checkbox"/> Apple Pay | <input type="checkbox"/> Zelle |
| <input type="checkbox"/> PreOrders Accepted Via: | | | |

Please list all the products you intend to sell this season.