



Batavia
MainStreet

**2009
Batavia
Farmers'
Market
South Market**



***Rules and Regulations
&
Weekly Application***

Welcome to the South Market 2009 Batavia Farmers' Market



Thank you for your interest in the Batavia Farmers' Market. This is our 14th year bringing the Market to our community; our volunteers take great pride in the Market, admitting local producers with the highest of quality goods. Please read through our Operating Procedures, Rules and Regulations then return the completed South Market application if you are interested in being part of a solid and growing downtown Batavia Farmers' Market.

I. General Information

What is the South Market?

The South Market is an eclectic mix of vendors, community groups, artists and crafters located on the south end of the Farmers' Market on S. Water Street in downtown Batavia. The Farmers' Market is comprised of agricultural producers. Non-agricultural products may be considered for the South Market. No service businesses are allowed, except on the annual Business Day at the Market.

What May Be Sold

Goods normally considered the products of agriculture may be sold. Any type of product, which has been processed, must have packaging and labeling that conforms to Kane County and State of Illinois Public Health and Marketing standards. Each "Producer" is responsible for securing the appropriate permits/health license to sell said processed foods. Homemade baked goods and homemade food, such as honey, will be accepted under the conditions that goods are made, or packaged/bottled by the Producer's immediate family.

What Cannot Be Sold

Imported products or any article deemed inappropriate by the Market Manager and/or Executive Director of Batavia MainStreet.

Location:

Downtown Batavia, Illinois: South Water Street - between Wilson St. and First St.

Hours of Operation:

Saturdays - from June 27, 2009 to October 10, 2009 - 8am to Noon.

Note: On Saturday October 24th there will be a market you can attend on the Batavia Riverwalk during Batfest. Time will be announced at a later date.



II. Booths and Displays

Displaying and Selling of Goods

Goods may be sold directly from trucks but must fit into one parking space. Vendors must furnish their own tables, chairs or other display arrangements. In case of rain, vendors must furnish their own protection, as the Market has no shelter. A tent or canopy is also recommended for protection from the sun and weather. As the Market's venue expands, it is imperative that each vendor use only his or her allotted space. If there is any infringement upon another space or extension into the street further than the parking lines, the vendor will be charged for the use of two spaces. Under no circumstances may any space be shared, leased, re-sold or given away to another vendor without express, written approval of the Market Manager. Spaces are not transferable.

Food Booths

Food booths (i.e. ice cream, doughnuts, coffee, sandwiches, lemonade, etc.) are allowed and encouraged. These are subject to all Kane County Health department regulations and must comply with said regulations. It is the responsibility of the Owner/Producer/Manager of the respective seller to produce appropriate permits/health license at the request of a Kane County or State of Illinois Official. Failure to produce required documentation upon request will be cause for immediate expulsion from the Market until proper documentation is produced.

Location of Booths

Seasonal vendors (16 weeks + Batfest) are assigned permanent locations. Weekly vendors are assigned an available space on a first come, first served basis at the Market each Saturday morning.

Cleanliness

Trucks and any other equipment used for transportation or display shall be kept clean at all times. No unwholesome or spoiled articles may be offered for sale. Prior to leaving the Market, sellers must remove all waste and refuse from their market space. The area must be returned to the same clean condition as found upon the Producer's arrival. Two large trash cans will be provided on Market days.

III. Rules and Regulations

General Rules

Set up time is 6:45am - 7:45am. All vendors must enter the Market off First St. going North onto Water St. Traffic is one way during the Market as recommended by the City of Batavia. Vendors may unload their merchandise on site, but must move their vehicle so that the road may be completely blocked off by a Market volunteer at 7:45am. Vendors arriving after 7:45am are not allowed to pull their vehicles past the barricades to unload unless permitted by the Market Manager. Please be considerate to the other vendors and the Market volunteers. Do not disrupt the set-up due to tardiness. Each area must be cleaned and restored to order by the end of each Market day, no later than 1:00pm.

Sampling of any item by the Seller to the public is strictly prohibited without proper permit from Kane County Health Department.

Scales and other weighing and measuring devices must be registered as legal for trade in the State of Illinois. Prices for items must be clearly posted, either on the item individually or at a location near the product. The Illinois State Sales Tax number must be displayed prominently in any Market stall from which goods are sold.

Behavior

All disputes of any nature shall be agreed upon by all parties to be settled at the discretion of the Market Manager. Any altercation, be it verbal, physical, or otherwise, will not be tolerated and may be cause for immediate expulsion from the Market that day and may further result in permanent expulsion from the Market. Any further disciplinary action will be determined by the Market Manager and /or the Executive Director of Batavia MainStreet.

Enforcement of Rules

Occupant of space at this market must conform to the Market rules at all times. The Market Manager has full authority to enforce all rules. Any occupant failing to comply there within will have their space declared vacant at the discretion of the Market Manager and no refunds will be given. It is the mission of the Batavia Farmers' Market to provide a service in the best interest of the community. The Market Manager is empowered to enforce the regulations and make discretionary judgments to that end, and in the best interest of the Market.





**2009 Batavia Farmers' Market
South Market Application**



Business/Group Name: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

Business Phone: _____ Home/Cell: _____

Email: _____ website: _____

Detailed List of Items for Sale:

2009 Space Request & Daily Rates

South Market Daily Rates

___ Non-Profit Free Day (Community Groups pick one day and come free!)

___ Single space (10' x 10') \$20 or ___ Double space (20' x 10') \$30

Dates Available:

___ June 27 (Opening Day)

___ July 4 (Gourmet Day)

___ July 11 (Windmill City Fest)

___ July 18

___ July 25

___ August 1 (Gourmet Day)

___ August 8 (Art in Your Eye)

___ August 15

___ August 22 (Business Day)

___ August 29

___ September 5 (Gourmet Day)

___ September 12

___ September 19 (Green Day)

___ September 26

___ October 3 (Gourmet Day)

___ October 10

Call (630)761-3528 or email sue@downtownbatavia.com to reserve weekly space. Please call by Wednesday prior to each market. Space is assigned on a first come, first serve basis.



Affidavit

I, _____ (print Name clearly), agree to sell or offer for sale at the Batavia Farmers' Market, only items approved by the Market Manager. I hereby affirm that I have read and understand the Operating Rules and agree to comply with said terms of this permit. I do agree to hold harmless the City of Batavia, Batavia MainStreet, Inc., their owners, agents, volunteers, employees, or management and do hereby agree to hold harmless and indemnify the City of Batavia and Batavia MainStreet, Inc. from any claim or suit resulting from the sale or consumption of goods or products sold at the Farmers' Market including, but not limited to, any claims, charges, judgments, damages for personal injury or property damages, incidental and consequential damages and the cost of defense including reasonable attorney's fees, court costs, and expenses.

Signature of Applicant: _____

Date: _____ IL Tax ID # _____

Payment Method

___ Check is enclosed payable to Batavia MainStreet

___ Please charge my credit card ___ VISA ___ MASTER CARD

Account # _____

Expiration Date: ___/___ Amount to charge: \$_____

Name on Card: _____

Signature: _____

Please return application form and signed affidavit with payment to:

Batavia MainStreet, 4 ½ West Wilson St., Batavia, IL 60510

(630) 761-3528

Christina Castellani, Marketing Manager

Batavia MainStreet

4 ½ West Wilson St.

Batavia, IL 60510

Office: (630) 761-3528

Cell: (815) 258-4583

sue@downtownbatavia.com

