

PRINCETON FARMERS MARKET
May 25 – OCTOBER 26, 2019

GUIDELINES FOR THE FARMERS MARKET

1. **LOCATION OF MARKET:** 439 South Main Street, Princeton
The open lot just south of the Prouty Building on the East side of Main Street
2. **MARKET DATES FOR 2019 ARE:**
END OF MAY THRU OCTOBER (Market Starting May 25-October 26)
SATURDAYS- 8:30 A.M. - 1:00 P.M.
3. Due to safety concerns, do not place tent stakes or any type of rod in the ground more than 12 inches.
4. **Set up time is 30 minutes prior to start time.** Trucks are to be unloaded and moved 15 minutes prior to the start of the market. There is absolutely no selling out of the vehicles.
5. Vendors must be able to certify their produce to be home grown and true to variety and type as advertised. An on-site inspection could be requested.
6. There is no fee to be a vendor at this market. Additional costs for licenses, produce liability insurance or other business expenses are the responsibility of the vendor.
7. Produce advertised in any way to be specially grown, such as organic, natural, chemical, or pesticide free, etc., will not be allowed at the market unless certified. Any misrepresentation of your product or other vendor's product will not be allowed.
8. Vendors interested in selling at the market should fill out the online Vendor Participation Form at <https://form.jotform.com/90625699343164>. If you need the form emailed to you contact Jill Frueh at 815-875-6468.
9. The vendor shall at all times keep their space including the surrounding area, cleanly swept and free of debris. All walkways must be kept clean at all times. All clean-up equipment is the responsibility of the vendor. No pets are allowed in the market area.
10. At the conclusion of each business day or at such other times as the vendor may vacate reserved space, he/she shall thoroughly clean and sweep the area and remove all personal effects, produce, and debris.
11. Prices of items to be sold must be openly displayed. If scales are used, they are subject to check by State of Illinois inspectors or any others with a legitimate reason to inspect.
12. No vendor in the Market shall attract attention to his own product(s) by outcry or in a boisterous or annoying manner.
13. All food items sold at the market must be in accordance of the Illinois Farmers Market Food Safety guidelines of the Illinois Department of Public Health. ***When in doubt contact Kurt at the Health Department at 815-872-5091.*** Non-Food items allowed include: Cut or dried flowers, Live Plants, homemade soaps and handmade crafts.
14. All retail vendors in Illinois must have a sales tax number. To obtain this number write to the Illinois Department of Revenue, Central Registration Unit, P.O. Box 4054, Springfield, Illinois, 62708-4054; telephone (217) 785-3707.
15. For a copy of the state guidelines for vendors, market managers and consumers please follow this link <http://www.idph.state.il.us/about/fdd/ILFarmersMrktFoodSafety.pdf>