

# PLAIN CITY



**Locally Grown to be the Best!**

## **2023 Market Membership Information & Application**

# 2023 Village of Plain City Farmers' Market Rules

1. All vendors must be approved by the Village of Plain City. Vendor applications will be reviewed by the market manager in the order they are received. Vendors will be notified of the approval or denial of their application within a few weeks. The market reserves the right to deny an application for any reason.
2. Vendors in Union or Madison County will be given preference for market space, followed by vendors from adjoining counties. Vendors will be anyone wishing to sell goods at the Plain City Farmers Market.
3. **Vendors must produce in their county of residence the unprocessed vegetables and fruit, honey and baked goods or other farm grown items offered for sale. Any other items sold must be approved by Village staff. No live animals, canned goods (except jellies, jams and fruit butters or honey) or frozen foods may be sold without all necessary federal, state and local licensure. Any products requiring certification must have valid documentation.**
4. **Vendors must display signage stating origin of produce if not from their own farm or residence.**
5. Vendors must truthfully state all chemical or biological treatments used when asked by consumers.
6. All vendors must comply with federal, state, county, and local laws and regulations. Vendors are responsible for being compliant of such laws and regulations and obtaining all applicable certifications and documentation.
7. All plant and tree materials should be grown by the vendor from seeds, small plants, or saplings and sold in plain containers with no commercial labeling. Vendors should supply ID tags.
8. No eggs permitted unless producer is a certified grower and possesses a Mobile Food License by their respective county. It is permissible to sell eggs and chickens by taking orders at the market for pick-up at the farm.
9. All bakers must follow the Ohio Department of Agriculture Cottage Food Production Rules.
10. All baked goods must be labeled according to the Ohio Department of Agriculture Cottage Food Rules and must have been made by the vendor.
11. Handmade craft items are eligible for sale but must be approved by the Market Committee through the vendor application process.
12. 2022 market dates will be July 4th, then Thursdays July 6th through October 5th. The market location will be at the corner of South Chillicothe and Main St. in Plain City. Market hours will be each Thursday 4:30pm to 7pm. Set-up and unloading may begin at 3:30pm (After school year start we have to let the busses through first). Plain City Staff must approve any vehicles that a vendor intends to use for sales.
13. Vendors may apply for a \$40 Market Membership that would include a 10' x 10' space for vending at all market dates in 2022. Member vendors may apply for additional space at \$20.00 per 10' x 10' unit, per season. Non-members may request a 10' x 10' space for \$10.00.
14. Food items sold at market should be harvested or prepared within an amount of time that ensures only fresh, high quality goods will be made available to Plain City Farmers Market customers.

15. All vendors must sell their produce or handmade crafts inside areas designated by the Market Manager.
16. All vendors must provide their own equipment and supplies. Scales used at point of sale must be approved and sealed by the Madison County Auditor. It is suggested that items be sold by the bag or count if not by weight.
17. The Market Manager will assign vendors to a location. If vendors commit to a market date and then find that they are not able to attend, they should contact the Market Manager as quickly as possible. Vendors that do not appear for a scheduled market date may be asked to forfeit their assigned location.
18. Produce or craft items should be sold from a table or vehicle. If using a canopy, it must fit in the location assigned to the vendor. Vendors needing more space may be charged a fee.
19. Vendors selling on-site consumables must provide a trash receptacle. All vendors must clean up their area and remove their own refuse.
20. Each vendor must price their own produce at fair market value. Each vendor shall clearly display a sign stating the producer's name and location and shall have their prices displayed. Radical price cutting of top quality produce is prohibited. Poor quality or overripe produce must be labeled as such and can be sold for a discounted price.
21. The Village of Plain City and its sponsoring partners shall not be liable for any accidents at the market location or for any claims from consumers in regard to items purchased at the market. Upon submission of this application, vendors hereby agree to hold harmless and indemnify the Village of Plain City from loss or damage arising out of the event. Vendors are strongly encouraged to obtain the necessary insurance to cover such incidents.
22. If vendors are in violation of the Plain City Farmers Market Rules, the Village of Plain City retains the right to ask a vendor not to return and vendors will not be reimbursed for membership, space fees or loss of sales. Complaints received from market customers and other vendors may be taken into consideration when approving vendor applications for future markets. The vendor may take disputes to the Village of Plain City for resolution. Other grievances or problems also may be directed to the Village of Plain City for resolution. The decision of the Village of Plain City will be final.
23. The market will close during severe weather and/or when lightning is present. The Village of Plain City may also cancel market dates for locally recognized holidays and events. There will be no make-up dates for such closures. No refunds of memberships, fees or participation costs will be reimbursed to vendors for cancellations.
24. The Plain City Farmers Market vendor agreement must be signed by a legal adult.

# 2023 Village of Plain City Farmers' Market Application for Vendors

Thank you for your interest in the Plain City Farmers Market. The Market Manager will contact you by phone or email to confirm availability and acceptance into the market. Once your application is approved, fees are non-refundable. A copy of all necessary licenses required by the county, state, or locality must be submitted.

Contact Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

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

City/Zip: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ Alt. Phone: (\_\_\_\_) \_\_\_\_\_

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

Forms of Payment Accepted (Cash, Card, Check, Venmo, CashApp, etc):

\_\_\_\_\_

Please list the crops or goods you will be selling during the season:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Social Media (Facebook, Instagram, etc):

\_\_\_\_\_

Web Site: \_\_\_\_\_



The 2023 Plain City Farmers Market season will run July 4<sup>th</sup> and then every Thursday from July 6<sup>th</sup> through Thursday, October 5<sup>th</sup>. Please indicate the weeks in which you would like to reserve space to vend by circling desired dates.

July	August	September	October
4th	3rd	7th	5th
6th	10th	14th	
13th	17th	21st	
20th	24th	28th	
27th	31st		

Would you like to be listed in any public market directory or website listing? \_\_\_\_\_

**Please indicate your membership, and space and requirements:**

**\$40** Plain City Market Membership – A market membership allows vendors one 10’ x 10’ space for vending at all market dates in 2023.

Vendors MUST still select dates they intend to vend. = \$\_\_\_\_\_

**\$20** Additional 10’ x 10’ vending space is available for members.

Each additional 10’ x 10’ space is \$20 and good for the entire 2023

season. \$20 x \_\_\_\_ (# of additional 10’ x 10’ spaces) = \$\_\_\_\_\_

**\$10** Weekly fee for non-members vending \$10 x \_\_\_\_ # of weeks attending = \$\_\_\_\_\_

**TOTAL DUE** \$\_\_\_\_\_

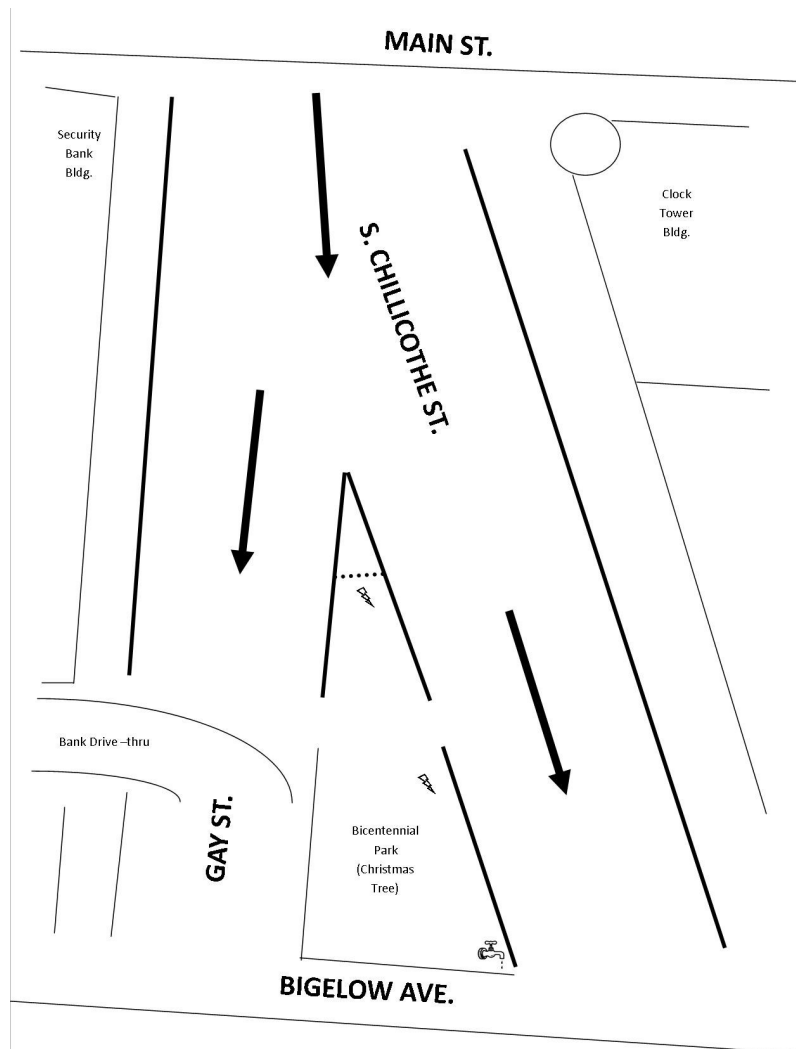
Vending space will not be assigned until payment is made in full and the vendor is approved by the Market Manager. Refunds will not be given. Checks will be returned for unaccepted applications.

Please make checks payable to “**The Village of Plain City.**” Send or drop off payment along with signed vendor agreements to: Denton Kitts, 800 Village Boulevard, Plain City, Ohio 43064. Please return agreements as quickly as possible. Vendors will be considered on a first come, first served basis. For more information contact Denton Kitts at [dkitts@plain-city.com](mailto:dkitts@plain-city.com)

**By signing below, I agree to comply with the rules set forth in the 2023 Plain City Farmers Market registration materials. Applications must be signed by a legal adult. Before returning completed agreement please make a copy for your own records.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

# Market Map



Thank you for your interest in the 2023 Village of Plain City Farmer's Market.

We hope it is a successful year for the Market.

If you have suggestions for future improvements, please email  
[dkitts@plain-city.com](mailto:dkitts@plain-city.com).



## Cottage Food Production Operation

### What is a Cottage Food Production Operation?

A “Cottage Food Production Operation” is defined in Chapter 3715 of the Ohio Revised Code to mean, a person who, **in the person’s home**, produces food items that are not potentially hazardous foods, including bakery products, jams, jellies, candy, fruit butter, and similar products specified in rules. These foods must be labeled properly, or they will be considered misbranded or adulterated.

“Home” means the primary residence occupied by the residence’s owner, on the condition that the residence contains only one stove or oven used for cooking, which may be a double oven, designed for common residence usage and not for a commercial usage, and that the stove or oven be operated in an ordinary kitchen within the residence.

### What Foods are Permitted to be Manufactured for Sale or Distribution by a Cottage Food Production Operation?

Permitted foods are not potentially hazardous bakery products (such as cookies, breads, brownies, cakes, fruit pies, etc.); candy (including no-bake cookies, chocolate covered pretzels or similar chocolate covered non-perishable items); jams; jellies; fruit butters; granola (including granola bars and granola bars dipped in candy); popcorn (including flavored popcorn, kettle corn, popcorn balls, caramel corn, but does not include unpopped popping corn); unfilled baked donuts; waffle cones; pizzelles; dry cereal and nut snack mixes with seasonings; roasted coffee (coffee may be whole beans or ground); dry baking mixes (for making items such as breads and cookies); dry herbs and dry herb blends; dry seasoning blends (such as dry barbecue rubs and seafood boils); dry tea blends; flavored honey made by a beekeeper exempt under ORC 3715.012; fruit chutney; maple sugar made by a processor of tree syrup exempt under ORC 3715.012; and dry soup mixes containing commercially dried vegetables, beans, grains, and seasoning.

### What Foods are NOT Allowed to be Manufactured for Sale or Distribution by a Cottage Food Production Operation?

A “Cottage Food Production Operation” is **not** permitted to process acidified foods; low-acid canned foods; potentially hazardous foods; or not potentially hazardous foods not listed above. *Low acid food* means any food with a finished equilibrium pH greater than 4.6 and a water activity greater than 0.85. *Acidified food* means a low acid food to which acids or acid foods are added (Ex. Beans, cucumbers, cabbage, puddings, etc.). *Potentially hazardous food* means it requires temperature control because it is in a form capable of supporting the rapid and progressive growth of infectious or toxigenic microorganisms (Ex. Raw or cooked animal products, cooked vegetables, garlic in oil, cheesecakes, pumpkin pies, custard pies, cream pies, etc.) Freeze-drying is not permitted as a “Cottage Food Production Operation”.

### What are the Requirements for the Labeling of Cottage Food Products?

A “Cottage Food Production Operation” is required to label all of their food products properly, which include the following information on the label of each unit of food product offered or distributed for sale:

Statement of Identity - the name of the food product;

Net Quantity of Contents - the net weight, in both U.S. Customary System and International System

Ingredient List - ingredients of the food product, listed in descending order of predominance by weight;

Statement of Responsibility - the name and address of the business;

The following statement in ten-point type: **“This Product is Home Produced.”**

An ingredient that is or contains protein from a “major food allergen” must have the presence of the allergen declared by common name in the ingredient statement **or** by placing the word “Contains” followed by the name of each major food allergen present in the food. The “Contains” statement must be immediately after or adjacent to the ingredient statement. The “major food allergens” are milk, eggs, fish, crustacean shellfish, tree nuts, peanuts, wheat, and soybeans. The type of tree nut (e.g., almonds, walnuts, pecans, etc.), fish (e.g., anchovies), and crustacean shellfish (e.g., crab, lobster, shrimp, etc.) must be declared.

Note: If nutrient content claims (i.e. low fat, salt free, etc.) or health claims (i.e. may reduce heart disease) are made, the product must bear all required nutritional information in the form of the Nutrition Facts panel. All labeling components are to comply with 21 CFR Part 101, Food Labeling. The FDA Food Labeling Guide is an excellent resource of the proper labeling of food products. The web-address for the FDA Food Labeling Guide is:

<https://www.fda.gov/Food/GuidanceRegulation/GuidanceDocumentsRegulatoryInformation/LabelingNutrition/ucm2006828.htm>

**What does the Statement “This Product is Home Produced” Mean?**

The statement means that the food product was produced in a private home that is not subject to inspection by a food regulatory authority.

**Where may Cottage Food Production Operations Sell Their Food Products?**

Cottage Food Products may only be sold in Ohio. Cottage Food Products that are properly identified and labeled may be sold directly to the consumer from the home where the products are produced. They may also be sold through licensed grocery stores, registered farm markets, farmers market, and sold and/or used in preparing food in a licensed restaurant. Cottage foods may also be sold at festivals or celebrations, on the condition that the festival or celebration is organized by a political subdivision of the state and lasts for a period not longer than seven consecutive days.

**Does a Cottage Food Production Operation Need to Acquire a License to Process and Package Food Products?**

No. A “Cottage Food Production Operation” is exempt from inspection and licensing by the Ohio Department of Agriculture. However, all food products, including those produced and packaged by “Cottage Food Production Operations,” are subject to food sampling conducted by the Ohio Department of Agriculture to determine if a food product is misbranded or adulterated.

**Questions?**

**Contact ODA Division of Food Safety: 614-728-6250**

**E-mail: [foodsafety@agri.ohio.gov](mailto:foodsafety@agri.ohio.gov)**



