

Oregon Park District

# Farmers' Market

Get it fresh...from the garden to your table!

Buy fresh veggies, baked goods, plants and more at the 5th Annual Farmers' Market on Saturday mornings...  
**New Location: Ogle County Courthouse Lawn**

**June-September**  
**8:30 a.m.—12:00 noon**

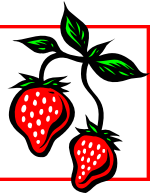


**The Market is also held Tuesday evenings at Park West during the Concerts In The Park**

Enjoy the opportunity to buy high quality, fresh, nutritious, affordable farm products directly from our local farmers. It's nice to talk directly to the farmer that grows the produce and other items off the farm that you might purchase. You might also find fresh baked goods (breads, pies, etc., made from fresh berries, and ground wheat), or dried fruits and nuts. There could be artists with "natural art" such as dried flowers and homemade papers, etc. The possibilities are endless and, as the market grows, who knows what kind of wonderful and delicious items you might find.



If you are a farmer, gardener, baker, craftsmen or simply want more information about having a booth space at the Market, please give Debbie Leffelman a call or email her at [debbie@oregonpark.org](mailto:debbie@oregonpark.org).



Direct questions and make payments to:

Oregon Park District  
304 S. 5th Street  
Oregon  
**(815) 732-3101**

[www.oregonpark.org](http://www.oregonpark.org)



*"We Create Fun For A Lifetime"*

# OREGON PARK DISTRICT

## Farmers' Market Participant Agreement



This agreement details the operation of the Oregon Park District 2010 Farmers' Market held on the Ogle County Courthouse Lawn. All participants agree that the Oregon Park District Farmers' Market will be operated subject to the following rules and regulations.

- 1. Location of Market:** Ogle County Courthouse Lawn on Saturdays & Oregon Park West on Tuesdays.
- 2. Days/Time:** The Market will be held on Saturdays, June through September, 8:30 a.m.—12 noon. Vendors may not sell before 8:30 a.m.; however, vendors are welcome to stay and sell past 12 noon. The Market is also held in conjunction with the Tuesday evening concerts at 7:00 p.m. Vendors must be set up by 6:30 p.m. and must stay until the concert is over. **Operate vehicles with caution within the park!**
- 3. Set Up:** Participants may begin setting up no earlier than 7:30 a.m. on Saturdays. Vendor spaces are determined on a first come/first served basis. Upon arrival, vendors should set up next to another participant who has already decided on their booth space (allowing 3-4 feet between vendor spaces), until such time that vendor spaces are marked on the grass to determine exact size. In an effort to portray a flowing market we request vendors set up next to each other and not sporadically throughout the lawn.
- 4. Fee:** Fees should be paid in advance at the Nash Recreation Center (304 S. 5th Street, Oregon). A vendor permit will be given to you to display at your booth space. A fee of \$5 will be charged for a one day permit or a \$25 fee will be charged for a 2010 Summer Permit good for any Saturday or Tuesday evening concert. Spaces are approximately 12' x 12' in size (enough for 2 x 8' tables) and room on the ground under and around the tables. If more space is required for Market goods then the vendor should pay for two spaces. Fees for licenses, insurance, or other business expenses are the responsibility of the vendor.
- 5. Selling Products:**
  - \*\*Produce advertised in any way to be specially grown, such as organics, 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.
  - \*\*Prices of items to be sold must be openly displayed. If scales are used, they are subject to check by the Market Coordinator or State of Illinois inspectors. Prices must be visibly posted.
  - \*\*No vendor at the Market shall attract attention to his own product's by outcry or in a boisterous or annoying manner. No music shall be playing. Personal music players are permitted with use of ear buds.
  - \*\*No vendor shall be permitted to sell from their vehicle parked on city streets (6th street and Madison around the Market) as it is against city code. Vendors must be on the Ogle County Courthouse lawn (not sidewalk) or on Park District property. Vendors should consult Market Coordinator regarding a parking space or parking on the grass to sell from a vehicle. Vendors may park along the two city streets near the Market area, and must carry items to their booth space. Tables are the responsibility of the participant. No help with set-up will be provided by way of Park District employees or equipment (cart, dolly, etc.). Vendor space is the only thing provided by the Oregon Park District.

6. **Cleanliness:** The vendor shall at all times keep their space including the surrounding area, clean and free of debris. Vendors are not permitted to have pets in the market area and as a group vendors should discourage owners from having their pets in the market area. All clean-up is the responsibility of the vendor. No water or electricity is available in the market area.
7. **Potentially Hazardous Food:** i.e., any perishable food which is capable of supporting rapid, progressive growth of infectious or toxigenic micro-organisms shall not be sold in the market.

Approved Items

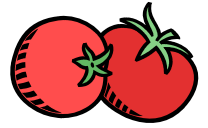
- 1) Fresh locally grown fruits & vegetables
- 2) Herbs
- 3) Cut or dried flowers
- 4) Baked good not requiring refrigeration (\*Request sheet with guidelines from Health Dept.)
- 5) Honey, Jams & Jelly (Only if made in a certified kitchen-licensed by Health Dept)
- 6) Live Plants
- 7) Pumpkins, gourds, etc.
- 8) Handcrafted items: must be made from vendors own toil and must be made from something “natural” such as: pressed flowers, dried flowers, hand-made papers, wood, vines, pine cones, etc. Some art will also be acceptable if depicts “nature” or is made from recycled items. For items in question, please contact the Market Coordinator for approval.

Unapproved Items

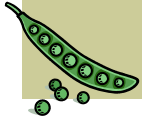
- 1) Dairy products
  - 2) Home-canned and heat processed foods
  - 3) Baked goods requiring refrigeration
  - 4) Meat and poultry
  - 5) Craft items not made from own toil and not made from something natural or depicting nature
8. **Taxes:** Each participant is responsible for reporting and paying all required taxes resulting from sales made at the Market. Vendors in Illinois can call the IL Dept of Revenue, Central Registration Unit at 217-785-3707 to request information on obtaining a sales tax number.

**\*\*In the event a vendor fails to comply with these rules or the directions of the Market Coordinator, he/she may be required to vacate their space or may be asked to remove items being sold in question.**

# Farmers' Market Participation Agreement



The undersigned Participant has read and understands the attached Agreement for Participation in the **Oregon Park District 2010 Farmers' Market** on Saturdays and/or Tuesdays, June-September, 2010 and agrees to its conditions.



## PARTICIPANT

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

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_

Mark as many statements that best describes your items being sold (at least one item must be checked):

\_\_\_\_ Plants/Flowers    \_\_\_\_ Nature Craft (hand-made)    \_\_\_\_ Lawn and Garden Items    \_\_\_\_ Produce

\_\_\_\_ Vegetables    \_\_\_\_ "Organic"    \_\_\_\_ Other/Please Explain: \_\_\_\_\_

### HOLD HARMLESS AGREEMENT

The conduct of the exhibit in my assigned area, as well as the security of those items brought to my assigned space, or any other space, is entirely my responsibility. I understand that the Oregon Park District/Ogle County is only to provide exhibit space and attract customers by way of signs and normal District publicity. There is not funding for newspaper ads. I will not hold the Oregon Park District/Ogle County responsible for any loss, personal injury, or damage to my property or my persons or anyone else on their property.

I agree to the regulations provided to me and understand that violation of any of these regulations or Oregon Park District policies may mean the immediate forfeiture of my privilege of exhibiting and/or selling my items without the refund of my fee and there will be no recourse against the Oregon Park District/Ogle County. Further, I recognize the right of the Oregon Park District and their designee to enforce these regulations, and be the final arbitrator of any disputes or questions.

Booth assignments are the right of the event Coordinator and may be changed at his/her discretion. Items must be at all times kept within the assigned booth space. Booth space use and display must not create any hazard or safety risk. Exhibitors booth space and the immediate area around it must be kept clean and left clean following the end of the Event. The event Coordinator has the authority to adjust booths for the visual benefit of the entire Event.

The Oregon Park District/Ogle County has permission to use the name of the exhibitor and photos depicting items being sold for the purpose of promotion/advertising.

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

### VENDOR PAYMENTS/PARTICIPATION

JUN 5	JUN 12	JUN 19	JUN 26	JUL 3	JUL 10	JUL 17	JUL 24	JUL 31	AUG 7	AUG 14	AUG 21	AUG 28	SEP 4	SEP 11	SEP 18	SEP 25	SUMMER PERMIT # _____
\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$25.00 ONE TIME FEE

<b>CONCERTS:</b> June 22	June 29	July 13	July 20	July 27	Aug 3
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Summer 2010-one time form for each NEW vendor! OPD staff submit to Event Coordinator, Debbie Leffelman to keep on file.