



## 2019 Community Outreach Guidelines Between the Worthington Farmers Market and Organization

The following guidelines have been established by the Worthington Farmers Market to maintain a productive marketplace for both vendors and the community. The Worthington Farmers Market may change, modify or delete guidelines to preserve the safety and security of said marketplace.

Daily operations of the Worthington Farmers Market will be managed by Christine Hawks (hereinafter "Market Manager"), including but not limited to the resolution of any dispute regarding these guidelines.

The Worthington Farmers Market is in the heart of Old Worthington, every Saturday from 8:00am-12:00pm, May through October, and inside The Shops at Worthington Place from 9:00am-12:00pm, November through April. Worthington area organizations are invited to apply for space to promote their mission. The Community Outreach table is ancillary to the market's primary purpose.

### I. POLICIES and REQUIREMENTS

#### **Community Organizations**

The Worthington Farmers Market invites community organizations to share information about their work in the community with our market goers. Organizations with a primary focus in line with the Worthington Farmers Market will be considered for participation. Decisions made by the Worthington Farmers Market shall be final. Examples of organizations that may apply for the Community Outreach table include:

1. Charitable 501(c)(3) organizations.
2. Organizations that promote Ohio foods.
3. Organizations that enhance the community, or those who sponsor community improvement projects.
4. Political and religious activities are not permitted.

#### **Purpose**

The purpose of the Worthington Farmers Market is to support the food and farm artisans' ability to make fresh, local goods available to the community. Any ancillary activity that interferes with this primary activity will not be permitted.

1. Items deemed to be in competition with our vendors, including food and plants may NOT be sold.
2. Organizations may distribute materials that request donations. Individuals representing the organization may not approach or shout at customers.

### **Fees**

A \$50 space fee, per day is **due upon submission of your application**. Fees are non-refundable and credits for days missed will not be given. A maximum of one date per month, per season will be granted.

Nonprofits, with a copy of their designation letter, will only be charged \$25 per day.

## **II. GENERAL MARKET RULES**

### **Market Hours**

The Worthington Farmers Market will be open every Saturday (with one exception), rain or shine from 8:00am to 12:00pm, May through October, and from 9:00am-12:00pm, November through April.

### **Arrival and Departure**

1. Organizations may begin set up one hour before the start of market.
2. Organizations should be set up, and ready for market goes at least 15 minutes before the market begins.
3. Organizations may not leave prior to the end of market.

### **Safety and Sanitation**

When you leave, all area considered to be the “market site,” including grassy areas and sidewalks should look like they did when you arrived.

1. No organization shall bring an animal at any time (except service animals).
2. All containers, signs, debris and/or trash must be taken with you.
3. Clean up should conclude within 1 hour of market closure.
4. No loud radios or shouting of information is permitted.
5. Tables, tents, signs, and like materials must not impede pedestrian traffic.
6. Organizations may not use Oakland Nursery property for debris removal.
7. Individuals representing the organization may not approach or shout at customers.

If organization does not clean market space, such shall constitute a breach under the guidelines and will be subject to forfeiture of future dates.

### **Equipment and Supplies**

1. Organizations are to supply their own tables, tents, signs and like materials.
2. Organizations must display an identifying sign.
3. Electricity is not available, please plan accordingly.
4. Organizations shall supply carts or like equipment for transporting supplies.

### **Professional Conduct**

All organizations are expected to act in a professional manner. Organizations may not bully, disrespect, or publicly disparage other organizations, vendors, products, volunteers, customers, market staff, city officials, the City of Worthington, the Old Worthington Partnership, The Shops at Worthington Place, businesses, or the Worthington Farmers Market, either in person or by electronic media. This type of behavior may result in permanent expulsion from the Worthington Farmers Market with no redress.

The organization agrees to protect, indemnify and hold harmless the City of Worthington, Old Worthington Partnership, The Shops at Worthington Place, Worthington Farmers Market, and its employees, volunteers, service vendors or independent contractors from and against any and all causes of action, claims, demands, suits, liability or expense by reason of loss or damage to any property or bodily injury to any person, including death, as a direct or indirect result of use of market space, the purchase of any item from any vendor, or in connection with any action or claim.

By signing the Community Outreach Guidelines and participating in the Worthington Farmers Market, you agree to give consent to all photographs, audio recordings, academic work and/or video recordings taken of you or your staff. You understand that such photographs, audio recordings, academic work, and/or video recordings become the property of the Worthington Farmers Market, and may be used by the market, parent companies, or others with their consent, for educational, instructional or promotional purposes determined by the Worthington Farmers Market and its parent companies in broadcast and media formats now existing or created in the future.

I, \_\_\_\_\_ on behalf of \_\_\_\_\_ have read, understand and agree to adhere to the above stated guidelines set forth by the Worthington Farmers Market. I understand that additional guidelines may be implemented for the benefit of the marketplace in the 2019 season and agree to abide by them.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Sign Name

\_\_\_\_\_  
Position

\_\_\_\_\_  
Name of Organization

The Worthington Farmers Market will be open every Saturday, rain or shine from 8:00am-12:00pm, May 4, 2019 through October 26, 2019.

**Please select as many dates as you'd like, ranking them in order of preference. Date(s) and participation will be confirmed via email. A maximum of one date per month will be granted.**

**2019 Outdoor Season:**

_____ May 4	_____ Jul 6	_____ Sep 7
_____ May 11	_____ Jul 13	_____ Sep 14
_____ May 18	_____ Jul 20	_____ Sep 21
_____ May 25	_____ Jul 27	_____ Oct 5
_____ Jun 1	_____ Aug 3	_____ Oct 12
_____ Jun 8	_____ Aug 10	_____ Oct 19
_____ Jun 15	_____ Aug 17	_____ Oct 26
_____ Jun 22	_____ Aug 24	
_____ Jun 29	_____ Aug 31	

**ORGANIZATION INFORMATION:**

Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Telephone: \_\_\_\_\_

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

Website: \_\_\_\_\_

Facebook: \_\_\_\_\_

Instagram: \_\_\_\_\_

**Submission of request does not guarantee participation in the Worthington Farmers Market. If your organization is not approved, your space fee will be refunded. Decisions made by the Market Manager shall be final.**