

2020 RLA CHAMBER FARMERS MARKET

APPLICATION, RULES & REGULATIONS

Farmers	10% Donation Back to RLA Chamber
Home Based Business/Crafter	\$75.00 for Full 10-Weeks *\$50 for retuning booths
Drop in w/ Reservation -Limited Availability	\$20.00 per Week – Pay/reserve one week prior

Saturday’s July 11 – September 12 from 9AM – Noon
Corner of Cedar Lake Road and Aviron Avenue – Round Lake, IL.

Application Date: _____ Applicant Name: _____

Business Name: _____

Email: _____

Address: _____

City: _____ State/Zip: _____

Phone: _____ Fax: _____

Cell Phone: _____ Website: _____

Illinois Sales Tax License Number **OR** SS # (required) _____

1. **Will you be handling or preparing food on site? Yes or No** (circle one)
 - All food vendors must comply with standard and/or cottage law as required by the State of Illinois, Lake County Health Department and Federal Rules and Regulations.
 1. <https://www.lakecountyil.gov/DocumentCenter/View/9691/Cottage-Food-Operation-FAQs-PDF>
 2. <http://www.dph.illinois.gov/sites/default/files/publications/Farmers-Market-Food-Safety-Guide.pdf>

2. Items for Sale: Please provide a comprehensive list of the items you intend to sell at the market – utilizing additional sheets as necessary.

3. Hold Harmless Agreement

The participant assumes all responsibility for and shall bear all liabilities and expenses relating to the products offered for sale. The participants shall save the sponsoring groups, Market Managers, Village of Round Lake and the Round Lake Area Chamber, their successors, agents and assigns harmless from and against and indemnify them of all liability, loss cost, attorney’s fees, expenses or damages howsoever caused by reason of products sold by participant or any act of omission of participant, including but not limited to any injury (whether to body, property, or personal or business character or reputation) sustained by any person to any person or to property, and for any violation of municipal, state or federal laws or regulations governing the products of their sales, which may result from the sale or distribution of the products by the participant.

The participant shall further indemnify property owners that the event is occurring on, sponsors, Market Manager, Village of Round Lake and the Round Lake Area Chamber, their successors, agents and assigns from all cost and attorney’s fees incurred in successfully defending or persecuting any dispute regarding a violation of the rules and regulations set forth under this agreement.

4. Notification of Absence. You must notify the RLA Chamber immediately of any dates you cannot attend within 48 hours via email (shanna@rlchamber.org) or within 24 hours via cell phone (847) 370-8200. No refunds.

5. Chamber reserves the right to refuse vendors.

6. Hours of Market Operation

The market will operate from 9:00 a.m. – Noon on Saturdays from July 11, 2020 through September 12, 2020.

Participants may begin setting up at 7:45 a.m. and must be ready to begin sales no later than 8:45 a.m. All participants must be open for business until closing at Noon. The area must be cleared by 1:00 p.m. When setting up, Market Vendors must limit themselves to their assigned spaces.

7. Displaying and Selling Goods

- A. Booth size 10'x10'. All items must stay within the assigned 10'x10' booth area. Participants must furnish their own tents, tables, chairs, and display arrangements. Market will be located on parking lot surface. Tent Stakes are not allowed. All tents must be secured with weights to assure the safety of our shoppers and vendors alike. No electrical is available on site.
- B. Prices of all items must be clearly marked and in full view of the customers.
- C. All vendors who are selling foods intended for human consumption (with the exception of produce) are required to provide a hand washing station. This consists of the following items:
- Water dispenser that allows for free flow water to facilitate two handed hand washing
 - Waste bucket
 - Water
 - Soap
 - Paper Towels
- D. All rules and regulations must be followed according to the Lake County Health Department. All food Vendors must comply with standard Federal, State & Local rules & regulations.

8. Participant Conduct

Market Vendors as well as their employees and/or volunteers shall conduct themselves in a pleasant and courteous manner. They shall avoid using an unduly loud, vulgar, profane or otherwise objectionable language. Market Vendors and their employees shall avoid playing radios, tapes, CD players, etc., at a volume level objectionable to their neighboring vendors or the Market Manager. Intoxication or appearance of intoxication will not be tolerated. They shall avoid belligerent behavior or actions that might be reasonably expected to lead to disputes or altercations with other Market Vendors or their representatives, prospective customers, or other persons in the market area. In the event that persons other than the Market Vendors or his/her representative cause or promote a dispute or altercation with another Market Vendor, they shall seek assistance from the Market Manager.

Final decision will be made by the Market Manager regarding the Market Vendor being removed from the market for that day or for the remainder of the market season.

9. General Regulations

No Market Vendor shall:

- A. Pack up their booth and leave the market area prior to Noon.
- B. Attempt to attract attention by hawking or yelling loudly or distributing flyers throughout the market.
- C. Transport or display food without adequate protection. Delivery trucks and equipment used for transportation and display shall be kept clean at all times.
- D. Allow any waste or refuse to remain after the closing hour of the market; the participant is responsible for the cleanup and removal of all waste from the site. Vendors must bring their own brooms and waste receptacles for removing trash from the Market Area. You must take your trash with you.
- E. Smoking/Vaping is not permitted within 20Ft of any booth of the Farmers Market.

10. Enforcement of Rules and Regulations

Participants in the market must conform to Market rules at all times. The Market Manager has full authority to enforce all rules. Any participant failing to comply will lose space at the discretion of the Market Manger – No refunds.

11. Safety Rules

- A. Canopies, tents, tarps & umbrellas etc. must be securely weighed down with sufficient weights to prevent tipping or shifting during market hours.
- B. In the event of inclement weather, the Marketing manager will contact you via phone with cancellation or delays within one hour of the market start time.

12. Sell/Rent/Lending booth space

No vendor shall sell/rent/lend out their booth to another business or organization for any or all of the market duration. Should another extension of your business or organization, under the same name, insurance, and ownership want to share the booth space or rotate out during the market duration, this must be brought to and approved ahead of time by the Market Manager.

13. Registration

The Round Lake Area Chamber Farmers Market has a limited number of spaces available. Spaces will be filled on a first come first serve basis. Early registration is encouraged. Registration is not accepted without completed application and payment.

By signing below, I agree to abide by this document and have a full understanding of the application, rules and regulations:

Signature Required: _____

Printed Name: _____ Date: _____

Cash, Check and Credit Card Accepted. Credit Card add \$2.00 processing fee.

**Return signed application along with payment to:
Round Lake Area Chamber of Commerce; 2007 Civic Center Way; Round Lake Beach, IL. 60073
Email: info@rlchmamber.org Phone: (847) 546-2002**