



# 2017 Danville Farmers Market Agreement

Market Coordinator: Danville Chamber of Commerce  
317-745-0670  
[shelby@danvillechamber.org](mailto:shelby@danvillechamber.org)

## **Season, Hours and Locations:**

The 2017 Danville Farmers Market will begin May 27<sup>th</sup> and end September 2<sup>nd</sup>. The market will be open each Saturday morning from 8:00am to 12:00pm on the west side of the Courthouse located on Jefferson Street in Danville, Indiana.

## **Booth Space, Set-Up, Tear Down and Vehicles:**

Single booth spaces are 10ft x 10ft. Double booth spaces are 10ft x 20ft. Booth space assignment is first come first serve, each week. Each vendor is solely responsible for his or her own tables, displays, change, bags, weather, sun protection devices, produce scales, etc. Vendors are also responsible for removing all personal items, equipment, vehicles and trash from the Market area by 1:00pm each market day.

Booths are located on both sides of Jefferson Street. Booth spaces on the west side of the street need to set up 12 feet from the curb to allow for a fire lane behind booths. Vendors must be in place, ready to open at least 15 minutes prior to opening of the Market. The Market opens promptly at 8am.

Vendors may only keep their vehicles at their space if they purchase a double space and setup on the east side of the street. If you have a single space and park on the west side of the street, please unload your car and move it to a parking space prior to setting up your booth.

## **Products:**

The Danville Farmers Market is a producer's only market. Items must be home grown or handmade. The Market may not be used as an outlet for the sale of flea market-type items. Absolutely NO RE-SALE ITEMS will be permitted. Certain hand crafted items will be permitted with the approval of the Danville Chamber of Commerce prior to sale at the Market. Please contact the Chamber office at 317-745-0670 to have your handcrafted items approved. The Danville Chamber and/or the Market Master reserve the right to revoke approval of sale items if they do not meet the standards set forth in this document and approval agreement.

All vendor booth and sale item approvals or denials are at the sole discretion of the Danville Chamber of Commerce.

If a vendor is suspected of "carrying" produce to market, grown by or purchased from another farmer, a "Farm Visit" will be arranged by the Market Master and/or the Danville Chamber of Commerce.

## **Permits and Licensing:**

All vendors are responsible for, and shall comply with, all applicable state and county laws, regulations, and ordinances pertaining to their products. All vendors must have obtained all necessary licenses, permits and inspections prior to selling at the Danville Farmers Market. Be prepared to provide these items upon request during the market season.

**Insurance and Indemnification:**

All vendors are solely responsible for any and all claims, injuries, and damages resulting from the sale of unsound or unsafe goods and/or from their participation in the Market. Vendors shall maintain liability insurance for protection against claims, injuries, and damages. Proof of liability insurance listing Danville Chamber of Commerce as additional insured must be submitted to the Danville Chamber of Commerce prior to the vendors' first market day.

Vendors must agree to hold harmless the Danville Chamber of Commerce and the Town of Danville, as well as its agents, officers, members and employees from any and all liability, loss or damage, including, but not limited to; bodily and personal injuries, injuries resulting in death, property damage and all other claims, actions and expenses, including reasonable attorney fees and costs, which may occur as a result of vendor's participation in the Market.

The Market Master reserves the right to make judgment calls based on activity deemed unsafe or unlike that of an upstanding member of the Danville Farmers Market. Vendors who fail to comply with the rules set forth in this document may be asked to change their actions or leave the Market.

**Facebook, Website and Marketing:**

In becoming a Danville Farmers Market Vendor, you agree to permit gratis use of any photographs taken of the operation of your market space to be used on the Danville Farmers Market Facebook page, website, or marketing materials.

In addition, the vendor agrees to release contact information (website, e-mail, or phone) to be displayed on The Danville Chamber of Commerce's webpage and Danville Farmers Market Facebook page.

The Danville Farmers Market requests our vendors help in keeping the Facebook page updated. Vendors are encouraged to visit the Danville Farmers Market Facebook Page weekly to "like" and post information for customers. The Facebook Page link is: <https://www.facebook.com/DCOCFarmMarket>

**Extra Festivals:**

You are responsible for completing and submitting applications to each festival's committee within their designated time frame as well as meeting all of their requirements for their approval to participate.

**Mayberry in the Midwest Festival: May 19-21, 2017.**

*\*You will need to be part of the Mayberry Festival to have a booth at this event. Please contact the Downtown Danville Partnership to register for this event at [danvillepartnership@gmail.com](mailto:danvillepartnership@gmail.com). The Danville Chamber of Commerce will not be responsible for registrations for this event.*

**Bonus Market Day: May 20, 2017**

*\*If you cannot attend the Mayberry in the Midwest Festival, we are hosting a Bonus Market Day at no additional cost as long as you are a paid vendor with the market before this date. Insurance is still required. The Bonus Market Day will be held in the small staff parking lot at Town Hall (49 N. Wayne Street) from 8am-12pm. Spaces will be on a first-come-first-served basis. This will be a self-monitored day with no Market Master present. We will promote this event on our social media. For more info please contact Shelby at [shelby@danvillechamber.org](mailto:shelby@danvillechamber.org) or 317-745-0670 (office phone).*

**Danville Tri Kappa Fair on the Square: September 9<sup>th</sup> & 10<sup>th</sup>, 2017**

*\*The Danville Chamber of Commerce will not be responsible for registrations for this event. We will be receiving a contact in the near future and will get this out to you as soon as we receive more information.*

# 2017 Danville Farmers Market Application

This agreement is entered into by and between the Greater Danville Chamber of Commerce and

\_\_\_\_\_.

I have read and agree to abide by the rules and procedures as outlined  
in the 2017 Danville Farmers Market Agreement.

Signed \_\_\_\_\_ Dated: \_\_\_\_\_

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

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

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

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

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

*Email will be the main form of communication with all vendors, so please provide a current email address. It is your responsibility to notify the chamber office of any change in your email address. You may provide up to two email addresses.*

Product/Item Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Facebook Page Link: \_\_\_\_\_

**Single Space Fees: One week fee: \$10.00**

**Single Space Fees: One month fee: \$25.00**  † **Entire Season fee (June, July & August): \$75.00**  †

**Double Space Fees: One month fee: \$40.00**  † **Entire Season fee (June, July, & August): \$130.00**  †

**Proof of Liability Insurance included?** *(must be submitted to chamber office prior to first market)* **Yes**  **NO**

## **For Office Use Only:**

Booth Size: Single  Double  Rate: Month  Season

Payment Amount: \$ \_\_\_\_\_

Payment Type: Credit  Cash  Check  #/Name \_\_\_\_\_

Comments:  
\_\_\_\_\_  
\_\_\_\_\_

**Please remit application  
and payment to:**

Danville Chamber of Commerce  
49 North Wayne Street, Suite 100  
Danville IN 46122