



Richwood Farmers Market Rules

1. Vendors must be residents of the state of Ohio.
2. Egg producers must be approved by Market Manager and/or Health Department
3. Only fruit pies will be sold. No cheesecakes, pumpkin pies, custard pies, or cream pies allowed per ODA Cottage Food Production Rules. All baked goods must be labeled according to the ODA Cottage Food Rules. Any exceptions will be reviewed by the Market Manager
4. Artisans are eligible for Farmers Market Seasonal Membership. All items offered for sale must be approved by the Market Manager.
5. All vendors must sell their products inside their space designated by the manager. This will provide all sellers an opportunity to attract buyers. All sellers must clean up their area and remove their own refuse.
6. All vendors must provide their own equipment and supplies. Scales used at point of sale must be approved and sealed by the Union County Auditor. It is suggested that items be sold by count or volume if not by weight.
7. Each vendor must price their own product(s). Vendors should try to price their own product (s) at a fair market value. All product prices must be visible to customers.
8. While at the market, a vendor's primary purpose is to professionally represent and promote the Richwood Farmers Market.
9. Non-profit groups may sell at the market upon approval by the manager. For profit businesses may rent booth space by contacting the Market Manager for availability of booth space.
10. The Market Manager will discuss spaces with vendors. If you are unable to attend a day at the market, please call or text the market manager as soon as possible.
11. The Village of Richwood, Ohio shall not be liable for any accidents at the Farmers Market location or for any claims from consumers in regard to items purchased at the markets. Vendors are strongly encouraged to obtain the necessary liability insurance to cover such incidents.
12. The Market Manager retains the right to ask a vendor not to return if they are in violation of the rules and/or Code of Conduct. The vendor may take this dispute to the Farmers Market Committee for resolution. Other grievances or problems also may be directed to the Farmers Market Committee for resolution.
13. All new vendors must be approved by the Market Manager. The manager reserves the right to move vendor locations on an as-needed basis.
14. All vendors must be set up 15 minutes before the start of the market and may not tear down until after the market closes.
15. While the Market Manager does their best to avoid duplication of items for sale at the Market, there will be no promise of exclusivity to any seller for any product.
16. All vendors must sign the acknowledgment on the membership application that they have read and agree to follow the Code of Conduct attached to the rules.



Code of Conduct

Professional Conduct

All vendors are expected to dress appropriately and to act and present themselves in a professional manner. Vendors should not wear clothing with potentially offensive images. (sexual, political, graphic or “vulgar”).

The Richwood Farmers Market prohibits the use of tobacco products on the market site during market hours. Prohibited products include, but are not limited to cigarettes, cigars, e-cigarettes, and smokeless tobacco products.

Vendors may not bully, disrespect, or publicly disparage other vendors, products, volunteers, customers, market manager, city officials, businesses, or the Richwood Farmers Market, either in person or by electronic media. This type of behavior may result in permanent expulsion from the Richwood Farmers Market with no regress.

For the first offense, a verbal warning will be issued. The second offense will incur a written warning. Upon a third offense, the response may include, but is not limited to, suspension and/or termination of any business, current and future, with the Richwood Farmers Market.

Discipline and Complaints

The Richwood Farmers Market has created protocols and procedures that allow vendors to lodge complaints against other vendors whom they think are out of compliance with market rules and regulations. Complaints should be made in a timely manner, to the market manager and not disruptive to the marketplace.

Complaints

- Should be directed, in writing, to the Market Manager for resolution.
- May be made in person, by email or mail.
- The vendor being accused of wrongdoing must also respond in writing to the Market Manager/ Farmers Market Committee decision shall be final.

Grounds for Removal

- Failure to obey city, state, or federal laws and regulations
- Failure to obey the Market rules and regulations
- Causing an unsafe marketplace for vendors and/or customers
- Excessive tardiness, noncompliance with market hours, or absence
- Reinstatement is at the discretion of the Market Manager/Farmers Market Committee