



2024 Jackson Township Farmers Market

Vendor Rules & Regulations

Location, Date

1. The Jackson Township Farmers Market will be held at Jackson's North Park in the Amphitheater/Tennis Court parking lot. This parking lot is located off Fulton Road or Community Parkway on the east side of the Amphitheater. The Farmers Market will be open every Thursday from July 11 through September 26. Hours of the Market are from 3:00pm until 6:00pm.
2. Vendors may begin to set up one (1) hour prior to the Market opening.
3. All set up must be complete prior to the Market start time. Jackson Township staff has the sole discretion to decide if those arriving late are able to participate.
4. All vendors must stay at their vendor booth selling products until the market closes or until the vendor's products are depleted, with the exception of inclement weather or at the Township's discretion.
5. All vendors must register with the Jackson Township Administration Department prior to participating in the Market.

Rental Fees and Space Assignments

1. The vendor fee is a \$25 annual registration fee and \$15 per space per weekly market. A second space is an additional \$10 per space per weekly market. Vendor application and all fees must be received by the Township one week prior to the market date. Vendor fees are non-refundable.

As a Vendor Incentive Program (VIP) vendor, you can join the Farmers Market with no up-front registration fee or weekly fee. Jackson Township will waive the registration fee and weekly market fees for all vendors that commit to AND attend a minimum of six (6) markets during the 2024 season.

2. Any vendor unable to attend a sale must notify Jackson Township Administration Department (330-832-7416) no later than two (2) days prior to the sale day. This will allow the space to be filled by an alternate.
3. A space size is 12' x 12'. **It is the vendor's responsibility to securely stake their tent or canopy. Unstaked tents or canopies are strictly prohibited.**
4. The vendor is required to provide their own chairs, tent, canopy, other display equipment, to include electric or water needs. Jackson Township does not provide electric or water to vendors.
5. Jackson Township reserves the right to place vendors in different locations to provide the best possible market diversity.

6. Vendors must display a sign on their table identifying their farm or business. The signs must not intrude into the walkway.
7. Goods must be displayed within market space. No sales from vehicles are permitted without the permission of Jackson Township staff.

General Guidelines

1. Two (2) No call/No shows by a vendor will cause suspension from participating in the market for the remainder of the season. NO refunds will be given.
2. No CSA (Community Supported Agriculture) sales or deliveries or transactions are permitted before, during, or after the Markets on Township property.
3. Vendors are to set their own prices. For customer ease, prices for all items are to be clearly marked.
4. No loud music or shouting of prices.
5. It is the vendor's responsibility to obtain all licenses and permits, and pay any fees required by State or local government. This includes the vendor's license for goods sold for which a sales tax must be collected.
6. Scales must be accurate and are required to have Stark County inspection of weights and measures.
7. Vendors must comply with all laws, ordinances, and regulations of the United States, State of Ohio, Stark County, and Jackson Township.
8. Vendors will keep their area clean and free of debris during the market and will clean up their area after the Market.
9. Vendors are encouraged to assist in promoting the Farmers Market.
10. No pets are allowed in North Park, including at the Farmers Market.
11. No live animals may be sold or given away at the Jackson Township Farmers Market.
12. Jackson Township reserves the right to prohibit the sale of any item by any individual vendor.

Vendor Parking

Only one vendor vehicle may park near their area for stocking purposes only. Trucks parked on an incline must have their wheels chocked.

Available Products

Jackson Township has the right to monitor the products that are for sale by vendors and restrict the sale of items that do not meet the mission of the market. Items offered at the Market may also be restricted to help maintain a diverse market for the customers.

1. All products labeled certified organic must be certified by an accredited organization in accordance with the rules of the National Organic Program.

2. Fresh unprocessed fruits or vegetables.
3. Bakery products and other “cottage foods” must meet all labeling requirements.
4. Flowers, plants, bulbs, and/or seed must be locally grown production. No imported items will be permitted for sale.
5. Eggs or food items requiring refrigeration must be in compliance with food storage regulations.
6. All edible products sold at the market must be grown in Ohio or made from Ohio grown ingredients. Local producers and those outside the northeast Ohio area are welcome.
7. No alcoholic beverages or firearms are permitted on the premises.
8. Flea market, second-hand type items, jewelry, housewares and clothing are not permitted to be sold at the Jackson Farmers Market.
9. Any dispute concerning products must be appealed in writing to the Township Administrator.

Compliance

1. Vendors must comply with all applicable local health department, Ohio Department of Agriculture, USDA (614-728-6250) and other federal, state, or local licenses which may include a food license from the Stark County Health Department (330-493-9904). A copy of the food license (if required) must be provided to Jackson Township with your application. State and local licenses must be displayed within the vendor’s space.
2. The Jackson Township Farmers’ Market is not responsible for the enforcement of USDA, ODOA or any other local regulations. Each vendor is responsible to be aware and be in compliance with regulations for their sales.
3. All vendors are independent entities and are responsible for compliance with local codes and paying all applicable taxes, federal, state, and local. Personal and product liability is the responsibility of the vendor.

Proof of Insurance

Jackson Township requires vendors to carry a liability policy or policies of insurance of type customary for their industry and with a **minimum insurance liability limit of \$500,000.00 USD**, and the policy or policies shall name the **Jackson Township Board of Trustees** as an additional insured. Jackson Township is not responsible for any damage, loss, injury, theft, harm, or altercation that may occur before, during, or after the Market. Vendors take full responsibility for any and all liability for any such occurrence. Liability of Jackson Township is strictly limited to the employees and maintenance of the park. **Your Certificate of Insurance must be submitted with your application.**

Amended March 8, 2024.

901:3-20-01 Criteria and definitions for cottage food operations.

(A) Pursuant to division (B) of section [3715.025](#) of the Revised Code, cottage food production operations shall comply with the provisions of Chapter 901:3-20 of the Administrative Code.

(B) Definitions:

As used in Chapter 901:3-20 of the Administrative Code:

(1) "Adulterated" has the meaning stated in section [3715.59](#) of the Revised Code.

(2) "CFR" means Code of Federal Regulations.

(3) "Cottage food production operation" has the same meaning stated in section [3715.01](#) of the Revised Code.

(4) "Director" means the director of the Ohio department of agriculture.

(5) "Misbranded" has the meaning stated in section [3715.60](#) of the Revised Code.

(6) "Reduced oxygen packaging" means the reduction of the amount of oxygen in a package by removing oxygen; displacing oxygen and replacing it with another gas or combination of gases; or otherwise controlling the oxygen content to a level below that normally found in the surrounding atmosphere, which is approximately twenty-four per cent at sea level. It includes:

(a) Vacuum packaging, in which air is removed from a package of food and the package is hermetically sealed so that a vacuum remains inside the package; and

(b) Modified atmosphere packaging, in which the atmosphere of a package is modified so that its composition is different from air but the atmosphere may change over time due to the permeability of the packaging material or the respiration of the food. Modified atmosphere packaging includes: reduction in the proportion of oxygen, total replacement of oxygen, or an increase in the proportion of other gases such as carbon dioxide or nitrogen.

(7) All other technical definitions are the same as those found in section [3715.01](#) of the Revised Code.

901:3-20-02 Labeling.

(A) A cottage food production operation shall label each food product and include on the label the information mandated by section [3715.023](#) of the Revised Code, in addition to the food labeling requirements of 21 CFR Part 101 (April 1, 2014) .

(B) Food products identified and labeled in accordance with paragraph (A) of this rule are acceptable food products that a retail food establishment or food service operation licensed under Chapter 3717. of the Revised Code may offer for sale or use in preparing and serving food.

901:3-20-03 Cottage food products sampling.

All cottage food products as outlined in rule [901:3-20-04](#) of the Administrative Code are subject to food sampling conducted by the director of agriculture, or representative the director authorizes, to determine if a food product is misbranded or adulterated. A component of the food sampling conducted under this section may include the performance of sample analyses in accordance with Chapter 3715. of the Revised Code.

901:3-20-04 Cottage food products allowed.

(A) The food items listed below are approved as cottage food products:

- (1) Non-potentially hazardous bakery products;
- (2) Jams;
- (3) Jellies;
- (4) Candy, not including fresh fruit dipped, covered, or otherwise incorporated with candy;
- (5) Flavored honey which has been produced by a beekeeper exempt under division (A) of section [3715.021](#) of the Revised Code;
- (6) Fruit chutneys;
- (7) Fruit butters;
- (8) Granola, granola bars, granola bars dipped in candy , if fruit is used in any of these products it must be commercially dried;
- (9) Maple sugar produced by a maple syrup producer exempt under division (A) of section [3715.021](#) of the Revised Code;
- (10) Popcorn, flavored popcorn, kettle corn, popcorn balls, caramel corn , not including popping corn;
- (11) Unfilled baked donuts;
- (12) Waffle cones and waffle cones dipped in candy;
- (13) Pizzelles;
- (14) Dry cereal and nut snack mixes with seasonings;
- (15) Roasted coffee, whole beans or ground;
- (16) Dry baking mixes in a jar, including cookie mix in a jar;
- (17) Dry herbs and herb blends;

(18) Dry soup mixes containing commercially dried vegetables, beans, grains, and seasonings;

(19) Dry seasoning blends; and

(20) Dry tea blends.

(B) Cottage food products may not be packed using reduced oxygen packaging.

901:3-20-05 Prohibitions.

A cottage food operation may not do any of the following:

(A) Process potentially hazardous foods;

(B) Process acidified and low acid canned food;

(C) Offer for sale adulterated or misbranded food;

(D) Refuse the taking of samples as authorized by rule [901:3-20-03](#) of the Administrative Code;

(E) Produce food items not expressly listed in paragraph (A) of rule [901:3-20-04](#) of the Administrative Code; or

(F) Sell cottage food products outside the state of Ohio.