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## SUNMAN COMMUNITY MARKET WELCOME!

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Hey there! If you're excited to be part of the Sunman Community Market, don't forget to complete the application form and sign off on the rules—it's like our little guidebook for a fun and responsible market experience. You can easily grab the forms online  or swing by the Sunman Town Hall from Monday through Thursday, between 8 AM to 12 PM, (closed 12-1 for lunch) and 1 PM to 5 PM.



The Community Market is run by volunteers and sponsored by Sunman Main Street.

<https://www.townofsunman.org/sunmancommunitymarket>

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### 2024 SCHEDULED MARKETS:

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The Market will be held on the 1<sup>st</sup> and 3<sup>rd</sup> Mondays, June through September 2024 from 5 PM-8 PM at the Sunman Community Park, rain or shine!

June 3<sup>rd</sup>, June 17<sup>th</sup>, July 1<sup>st</sup>, July 15<sup>th</sup>, August 5<sup>th</sup>, August 19<sup>th</sup>, September 2<sup>nd</sup>, and September 23<sup>rd</sup>

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### WEATHER

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In the event of severe weather, such as torrential rain and lightning, we will postpone the market until the next day. Please remember all fees are nonrefundable.

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### SET-UP & TAKE DOWN:

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- Set up begins at 4:00 PM - Earlier setups may be arranged with the Market Master.
- Sales begin at 5:00 PM and not before.
- All vendors are required to stay until the close of the market at 8:00 pm.
- Spaces for Market vendors are assigned by the Market Manager. The Market Manager will have a chart indicating reserved spots, as well as non-reserved spaces for vendors who attend intermittently.

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## PETS & CHILDREN:

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- Vendors may not bring pets to the Market except registered service animals with a card.
  - Vendors are responsible for the behavior of their children.
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## RULES

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Only the following goods may be sold at the market. The rule of thumb is they must be homemade or locally made. The following items are permitted: potted, fresh-cut and dried flowers, potpourri, fresh and dried herbs as well as products using natural herb extracts, bedding and foliage plants, trees, bushes, honey, flour, ground grains, and local produce, which is defined as that produce grown in the state of Indiana. Locally produced wine and spirits are allowed and must be sold in compliance with the rules outlined by the Alcohol and Beverage Commission. Handmade items such as artwork, jewelry, crafts, soap, candles, and pottery are also permitted. No items may be sold in violation of copyright laws.

For processed foods, if you have any questions about licensed facilities or other requirements, please call your County Health Department. The Ripley County Health Department is the ruling body on food processing and selling requirements at the Sunman Community Market. The Ripley County Health Department phone number is 812-689-5751.

The sale of CBD and/or Hemp products MUST adhere to federal and state guidelines. It is the responsibility of the business owner to ensure that they are selling CBD and/or Hemp products legally. The business owner MUST provide proof of an accurate license to sell CBD and/or Hemp products to be considered for the Sunman Community Market. For specific questions, please contact the Ripley County Health Department at 812-689-5751.

As you set up your booth, please bring your tables, change, bags, produce scale, and weather/sun protection gear. If you're using a pop-up tent, make sure to secure it with 20-pound weights. Keep in mind that there is no shade at the market location, so come prepared with your protection from the sun.

Lastly, please clean up after yourselves by removing all personal items, equipment, vehicles, and trash from the Market area. Let's work together to make the Market a welcoming and tidy place for all. We appreciate your cooperation and can't wait to see you at the Market!

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## STATE & LOCAL LAWS ON FOOD

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Here are some resources that outline the laws governing home-based vendors:

Ripley County Health Department | 812-689-5751

Indiana Dept. of Health | 317-234-8569

Indiana Board of Animal Health | 317-544-2400

Indiana State Egg Board | 765-494-8510

SUNMAN COMMUNITY MARKET VENDOR APPLICATION

CONTACT INFORMATION

Vendor's Name: \_\_\_\_\_ Business Name: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_ Other Phone: \_\_\_\_\_

We ask for a cell phone number that can receive texts to be reached in case of a Market reschedule or cancellation due to severe weather or other unforeseen circumstances.

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

PRODUCTS FOR SALE

Products Vendor Expects to Sell: **You may only bring to market the items listed on this form. Extra items must be cleared through the Market Manager.**


Do you accept WIC? \*WIC (Women, Infants, and Children) is a nutrition program that helps pregnant women, new mothers, infants, and children eat well and stay healthy. Yes No

VENDOR SPACE DETAILS

Space Requested:

12x12 \$10.00 12x12 Electric (limited) \$20.00

Food Truck \$25.00 Community Based Organization Free

Will you attend all the Markets? Yes No

**If you are not planning to attend every Market, please check the dates you would like to keep your space:**

June 3<sup>rd</sup>  June 17<sup>th</sup>  July 1<sup>st</sup>  July 15<sup>th</sup>  August 5<sup>th</sup>

August 19<sup>th</sup>  September 2<sup>nd</sup>  September 23<sup>rd</sup>

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## AGREEMENT

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I hereby accept, understand, and agree to the above terms set forth for the Sunman Community Market. I understand that failure to obey the rules of the Market may result in suspension or termination of my participation.

Sign Here \_\_\_\_\_ Date \_\_\_\_\_

I hereby accept, understand, and agree that I may be removed from the Market by a Market Master for any reason.

Sign Here \_\_\_\_\_ Date \_\_\_\_\_

I hereby accept, understand, and agree that the Sunman Main Street, Town of Sunman, Sunman Park Board, and any other governmental entity is not liable for any damages, injury, or loss of any kind incurred by any vendor or purchaser.

Sign Here \_\_\_\_\_ Date \_\_\_\_\_

I hereby accept, understand, and agree that all fees are not refundable and returned checks fee is \$35.

Sign Here \_\_\_\_\_ Date \_\_\_\_\_

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## LIABILITY WAIVER

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### WAIVER OF LIABILITY AND RELEASE OF LIABILITY

I assume all risks, known and unknown, foreseeable and unforeseeable, in any way connected with my participation in the Sunman Community Market or service as a participant, volunteer, and/or vendor in connection with the Sunman Community Market.

I accept personal responsibility for any liability, injury, loss, or damage in any way connected with my participation in the Sunman Community Market or my service as a participant, volunteer, and/or vendor in connection with the Sunman Community Market.

Sign Here \_\_\_\_\_ Date \_\_\_\_\_

Witness \_\_\_\_\_ Date \_\_\_\_\_