



Village of Oak Lawn
9446 South Raymond Avenue
Oak Lawn, IL 60453
2019 OAK LAWN FARMERS' MARKET
Village Green, Dumke Drive & 52nd Avenue

Dear Vendor,

I would like to invite you to participate in our 2019 Oak Lawn Farmers' Market. With your involvement, we are anticipating another successful year.

This season our Farmers' Market will begin on Wednesday, June 5, 2019 and continue every Wednesday from 7 a.m. to 1 p.m. through October 16, 2019. In preparation of our Annual Fall on the Green Festival, there will be no Farmer's Market on Wednesday, September 4, 2019.

I have enclosed the 2019 Farmers' Market Application. The application fee is \$150 per space for the season. Payments can be mailed to Village of Oak Lawn, Attention: Carmie O'Leary, 9446 South Raymond Avenue, Oak Lawn, IL 60453. You may also drop off your payment in person at Village Hall, 2nd Floor in the Clerk's Office. All payments are due on or before May 1, 2019.

VENDORS SELLING FOOD AND/OR BEVERAGES: In addition to the above application, we will be including a Health & Sanitation Farmer's Market Application for vendors selling food and/or beverages. This form must be submitted with your Farmers' Market Application in order to participate in our market. There is no additional cost for the Health & Sanitation Farmer's Market Application.

If you know of another vendor that would be interested in participating in our 2019 Farmers' Market, please don't hesitate to let us know. Interested vendors can contact Carmie O'Leary at (708) 499-7742 or email her at coleary@oaklawn-il.gov. We are always looking for all types of vendors for our market.

We look forward to your participation.

Sincerely,

Jane M. Quinlan, MMC
Village Clerk



2019 OAK LAWN FARMERS' MARKET
Village Green area near the Village Hall
9446 South Raymond Avenue
Oak Lawn, IL 60453
(708) 499-7742

GROWER/VENDOR: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

S.S. #: _____ TOWNSHIP: _____

COUNTY: _____ PHONE: _____

FAX: _____ EMAIL: _____

WHAT ITEMS OF PRODUCTION ARE FOR SALE? _____

(This list is required by Village Ordinance. Be specific. Only items listed on this legal document may be sold at the Market.)

Truck Garden: _____

Orchard: _____

Flowers: _____

Berries: _____

Greenhouse: _____

Other (list specifically): _____

Where is the exact location of land used for production? _____

Number of acres planted: _____

If rented, name and address of owner: _____

Illinois Sales Tax License #: _____

Number of Spaces requested: _____

VILLAGE USE ONLY FEES RECEIVED: Date: _____ Amount: _____

OAK LAWN FARMERS' MARKET AFFIDAVIT

I, _____, hereby agree to sell or offer for sale at the Oak Lawn Farmers' Market, only such items as listed above, which are my own production yielded from the above mentioned property. Further, I will acknowledge full responsibility for all activities conducted throughout the term of this seasonal market, abide by the Market rules and regulations and agree to hold the Village of Oak Lawn and/or sections and departments thereof harmless, and to indemnify the Village and its sections for any and all claims arising under this permit.

Signature of Grower/Vendor _____

Name of Farm/Vendor _____

Address _____

Telephone Number _____

Fax _____ Email _____

DEADLINE FOR RECEIPT OF FORMS AND PAYMENT IS MAY 1, 2019.

THE VILLAGE OF OAK LAWN DOES NOT PROVIDE ELECTRICITY FOR VENDORS.

THE FARMERS' MARKET WILL BE CANCELLED ON SEPTEMBER 4TH

If you are unable to make any of the Farmers' Market dates please call or email:

**Carmie O'Leary
708-499-7744
coleary@oaklawn-il.gov**

RULES AND REGULATIONS

The following terms and conditions will govern the marketplace:

WHO IS ELIGIBLE TO SELL WHAT FARM PRODUCTS?

A "grower" or "producer" is any person offering for sale articles for human consumption, such as fruits or their juices, vegetables, edible grains, nuts and berries, and apiary products or non-edible articles such as cut or potted flowers, which articles have been raised or prepared by the grower or producer, members of his family or by persons in his employ. The sale of any type of meat, fish, poultry, eggs or dairy products or any article proscribed by the Board of Health shall be prohibited.

WHO ENFORCES THE MARKET RULES?

Occupants of spaces at this market must at all times conform to the Market rules. The Market Manager has full authority to enforce all rules with assistance from appropriate Village departments.

WHAT ARE THE SELLING REGULATIONS?

All food must be adequately protected from incidental or unnecessary public handling, dirt and contamination. Products must be stored off the ground.

All space holders selling or offering consumable items according to weight must be in compliance with the established standards for weight in the State of Illinois.

The source for all bulk products such as dried fruits, grains, dried herbs, seeds or beans must be identified and displayed. Chopped, blended, packaged or otherwise processed herbs must be prepared in an inspected facility.

Comb-honey is exempt from regulatory oversight, but extracted honey and maple syrup must be from an inspected facility.

Herb infused oils; flavored oils, (except garlic-in-oil) and herb vinegars must be prepared in an inspected facility and properly labeled.

Garlic-in-oil shall only be sold if processed in an inspected, commercial processing plant where it has been acidified to certain specifications and with proper labeling.

All apple cider, fruit or vegetable juice shall be made in an inspected facility, for more information see, www.cfsan.fda.gov/~comm/haccpjui.html. Apple cider, packaged or in a container, must be treated to achieve a 5-log reduction of pathogens or show a warning label stating:

"WARNING: THIS PRODUCT HAS NOT BEEN PASTEURIZED AND THEREFORE MAY CONTAIN HARMFUL BACTERIA THAT CAN CAUSE SERIOUS ILLNESS IN CHILDREN, THE ELDERLY AND PERSONS WITH COMPROMISED IMMUNE SYSTEMS."

Mushrooms must be commercially raised and have documentation. Wild mushrooms may not be sold.

Baked goods and candy shall be prepared in an inspected facility. All packages must be properly labeled.

When products require an inspected facility a copy of the local municipal inspection report must accompany the application.

FOODS PROHIBITED FROM SALE OR DISTRIBUTION:

Raw milk or dairy products, meat, poultry, game, fish, animals, home canned or vacuum packaged products, home prepared sandwiches or foods.

LABELING REQUIREMENTS:

Common name of the product

Name, address, zip code of the packer, processor, distributor or manufacturer;

Net contents (weight or volume) of package;

List of ingredients in descending order of predominance by weight with ingredients shown with common or usual name;

List of any artificial color, flavor or preservatives used;

Other labeling as required by the state and federal government;

Major allergens must be listed

WHAT ARE THE DISPLAY ARRANGEMENTS?

1. Products may be sold directly from vehicles in your assigned area.
2. Sellers must furnish their own tables, chairs, display arrangements and rain protection as they will not be supplied by the Market. The Market is an open area with no shelter provided.
3. Illinois State sales tax number must be displayed or proof of application.
4. Delivery trucks and other equipment used for transportation and display shall be kept clean at all times with adequate protection against contamination.
5. No seller shall attract attention to his goods by hawking or crying out.

WHAT ARE THE CLEAN - UP REGULATIONS?

Sellers must remove all waste and refuse from their spaces before leaving the Market. This refuse must be taken home. It would be useful to have a basket for trimmings, etc. This would save clean-up in the last few minutes before leaving. Sellers who fail to clean up will be prohibited from selling at future markets.

WHAT ARE THE PROCEDURES FOR SPACE RENTAL?

1. **SEASONAL FEE:** Growers may reserve a permanent seasonal space on the same site at each of the markets for the entire season. Seasonal fees are not transferable without special arrangements with the Village.
2. **The fee is \$150.00 per market space.** Each market space is approximately 10' x 10'. Maximum rental space is 2 spaces per grower.
3. **DISPLAYS MUST BE CONTAINED SEVEN FEET FROM THE CENTER** of the street to accommodate the shoppers and the fire department.

WHAT ARE THE TIME AND HOURS OF OPERATION?

The Market will be open from 7 A.M. to 1 P.M. **The Market season is from June 5TH to October 16TH, 2019. We ask that all vendors stay until 1:00 p.m. The market will be cancelled on September 4th to allow for the set-up of our annual Fall on the Green celebration.**

All vehicles must be in place no later than 6:30 A.M. for weekly markets. Only pedestrian traffic will be allowed in the area after this time. A producer failing to arrive by the given time will forfeit his space for the day. In emergency situations, call 708-499-7742.