

Troy Sale Barn
Grower's Market
Guidelines

Calendar: The TSB Grower's Market will operate Tuesdays, commencing operation on May 16, 2023. The 2023 market season will be from May 16 – October 17, 2023 and will operate from 11:00 a.m.– 2:00 p.m.

Vendor Qualifications: Vendors are the growers and producers of at least 80 percent of the fruits, vegetables, herbs, flowers, eggs, baked goods, jams/jellies, maple products, honey, dairy products and other approved high quality craft items they intend to sell. All home-made products and handcrafted items are to be made by the vendor. Craft items should be of juried quality and will be subject to review by the TSB board. Vendors should live within 50 miles of Troy, PA.

Products: All produce and products, sold at the market, must be grown or produced by the vendor or other PA farms within close proximity to the vendor's farm. Items, grown by other local farmers, cannot represent more than 20% of the vendor's display. We encourage artisan artists to submit photos of their products with their vendor application. Vendors cannot sell produce or items purchased at wholesale or at auction for resale at the Troy Sale Barn Grower's Market. Any vendors producing baked goods or other prepared foods must possess a license from the Dept. of Agriculture and follow all packaging and labeling regulations as dictated by that agency. All vendors must follow all local, state and federal guidelines for their particular product lines. **The Troy Sale Barn Grower's Market is not responsible for a vendor's failure to abide by any local, state or federal regulations in regards to the vendor's products or the vendor's failure to collect sales tax for items sold.**

Vendor Set-up: **If weather allows, vendors will be set up in the municipal parking lot of the Troy Sale Barn near Canton St. or inside if there is poor weather.** All vendors are to be set up and ready to do business by the start of market. Each vendor will be assigned a 10' x 10' space and all canopies are to be anchored with leg weights. Vendors are responsible for their own tables and chairs and all necessary items to run their booth. All vendors are to keep their respective area neat and clean and dispose of garbage in designated containers. Vendors should keep their booth open for the duration of market and not close early.

Vendor Conduct: All vendors should occupy the Troy Sale Barn Growers Market in a professional manner. If any behavior or display is hazardous or offensive to the public or fellow vendors, the vendor may be asked by the market manager to cease such behavior. Failure to abide by such a request will result in removal from the TSBGM and possible expulsion, as a vendor, from the TSB Grower's Market.

SNAP: The Troy Sale Barn Grower's Market has set up an account to accept SNAP benefits from eligible recipients. Reimbursement, to the vendors for their SNAP sales, will be done on a bi-weekly basis. The market manager will train the vendors on the process for accepting SNAP and how to submit sales for reimbursement.

Insurance: The Troy Sale Barn Growers Market has a group \$1 million per incident policy which covers all vendors, should you decide to buy in to the coverage. The cost per vendor for coverage is \$10/market or \$100 for full season vendors. All vendors in possession of their own \$1 million coverage must supply a copy of their policy, listing Troy Sale Barn Operating Corporation and Troy Borough/Municipal Authority as additional insured when submitting your application for the season.

By my signature below, I acknowledge that: A) my acceptance is contingent upon approval of my application, which includes but is not limited to, meeting the criteria for all products and goods allowed to be sold; and B) I will abide by the rules and regulations as outlined above for the Troy Sale Barn Grower's Market.

Signature

Name (please print) _____ Date: _____

2023 Vendor Application

Please provide the following information about your business:

_____ Business Name
_____ Owner Name
_____ Street Address _____ City, State, Zip
_____ Contact Person _____ Business Phone
_____ Cell Phone _____ Email

Vendor Category: (check all that apply)

Fruit/Vegetables Meat/Fish Plants/Flowers Baked Goods
 Dairy Juried Crafts Prepared Food Specialty/Gourmet Other (describe)

Check which one applies to your business/organization:

Local Grower/producer Business Non-profit Organization (no charge if not selling goods or services / informational booth (number of non-profit booths to be determined by board)

Check the weeks you plan to be at market:

5/16 5/23 5/30 6/6 6/5 6/13 6/20 6/27 7/11 7/18 7/25
 8/1 8/8 8/15 8/22 8/29 9/5 9/12 9/19 9/26 10/3 10/10
 10/17 (23 weeks)

ALL FEES ARE CALCULATED ON (1) 10 X 10 SPACE

_____ # OF MARKET DATES SELECTED ABOVE X \$10.00 EA. \$ _____

Liability insurance if needed (\$10/market or \$100/full season) \$ _____

20% discount if signing up for whole season **\$175 TOTAL**

TOTAL FEES \$ _____

Products to be sold and displayed at the market. Please list all products that you will bring for sale to the Market. (Be specific: i.e. organic vegetables, free range eggs, beef from grass fed cows, etc.) _____

Producers: Please list the locations where products are made/grown (including name of county). Must be within 50 mile radius of the Market. _____

Vendor/Business Information: Tell us about your business and what makes you different/unique. (Grass-fed cows, locally sourced, chemical-free, Certified Naturally Grown, Organic) This will help us communicate with the public about what the Market has to offer. _____

By signing this form, I am acknowledging that I have read and agree to the rules, terms and policies for the Troy Sale Barn Market and Vendor Application.

Company Name	Vendor Signature	Date
--------------	------------------	------

Check List: (all of these items must accompany your application)

- Completed Vendor Application
- Signed copy of Troy Sale Barn market guidelines
- \$1,000,000 liability insurance, including listing Troy Sale Barn Operating Corporation and Troy Borough/Municipal Authority as additional insured
OR purchase of TSB insurance
- Copy of business license, business tax ID or license from Dept. of Ag. All food vendors must include a copy of their Dept. of Ag license.
- Payment to secure your market space. Space will not be secured until full payment is received.

Please return all forms to:

Linda Sweely
Attn: Troy Grower's Market Committee
9578 N. Elk Run Rd
Mansfield, PA 16933

Make checks payable to: Troy Sale Barn Operating Corp (with Growers Market in memo line)