



HINSDALE 2023 FARMERS MARKET SPONSORSHIP OPPORTUNITIES

DATES: Monday, June 5th through Monday, October 9th, 2022
(19 Weeks).

TIME: Monday - 7 a.m. to 1 p.m.

LOCATION: Chicago Avenue in front of Burlington Park and Hinsdale Village Hall.

FEATURES: Founded in 1977, the Hinsdale farmers market brings over 25 Illinois, Michigan and Wisconsin farmers and small food vendors to this historic neighborhood in the Western Suburbs of Chicago. Market days are full of the colors, and sounds of shoppers from all over the Chicagoland area who live and work in this community.

A visual and aromatic feast, farm tables at this market are loaded with the region's freshest, in-season fruits and vegetables, eggs, honey, ciders, cheeses, meats and poultry, jams, preserves, flowers, and nursery stock. Local food artisans bring coffee, prepared foods and other goodies. Weekly "Fitness in the Park" in Burlington Park and Children activities.

Sponsorship Opportunity

Event Sponsor

\$1200 Member \$2400 Non-Member

- Logo on the poster
- Logo on ads
- Logo on website, social media
- Business Spotlight E-blast to over 1100 people in community.
- Table on-site for 22 weeks (optional)



Name: _____

Business Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Telephone Number: _____

Email Address: _____

List all products you anticipate promoting: _____

Dates of the Farmer's Market for the 2023 Season:

June	July	August	September	October
5	3	7	4	2
12	10	14	11	9
19	17	21	18	
26	24	28	25	
26	31	28		

VISA/MASTERCARD/AMEX ACCEPTED (Please circle one)

Business: _____ **Name on Card:** _____

Credit Card # _____ **Exp. Date:** _____

Security Code (3 digits): _____ **Amount Charged:** _____
(AMEX 4 digits): _____

Credit Card Address (billing address of cardholder): _____

Please fill out and return with payment to:
Hinsdale Chamber of Commerce
22 E First Street, Hinsdale, IL 60521

HINSDALE FARMERS MARKET

RULES AND REGULATIONS

STANDARD OPERATING PROCEDURES

- 1) The Market Manager has full authority to enforce all rules and regulations.
- 2) All space renters must have the following upon entering the market.
 - Application accepted and on file with the Chamber of Commerce.
 - Illinois State Sales Tax number proof
 - Signed vendor participation agreement form
 - Provide Proof of Insurance
- 3) **Market Hours: The Market operates from 7:00AM to 1:00PM. Sellers must be set up by 6:45 AM at the latest and remain on site through closing time of market (1:00 pm). A \$25 fine will be assessed per occurrence or expulsion as determined by the Market Manager. (Fee must be paid before returning following week).**
- 4) **Notification of Absence: Sellers are expected to be in attendance for ALL Market Days. If Vendor cannot attend due to emergency reasons, ALL Vendors MUST give the Chamber Office a 24 hour notice. A maximum of 3 absences is allowed in a market season (excluding emergencies). Any more missed days may face possible fine, suspension or eviction from the market.**
- 5) Absolutely no pets or animals shall be allowed in the market.
- 6) Your equipment and area must be kept clean at all times.
- 7) All refuse must be taken with the vendor at the end of a market day and the area “broom clean”. DO NOT USE Park Containers for any refuse.
- 8) All labels must comply with the State Standards for Labeling. **Sales of packaged items must include name, source, weight, and ingredients either on product or a place to view; binder, poster, etc.**
- 9) No unwholesome or spoiled food may be offered for sale.
- 10) Must stay in booth at all times with no hawking (approaching customers) will be permitted. Marketing signage must be within the 10' x 20' space.
- 11) All producers will man their spaces at all times and conduct themselves courteously.
- 12) Each seller is **required** by law to pay IL State Sales Tax, payable to and collected by the Illinois Department of Revenue.
- 13) All vendors must have the signed vendor participation agreement form on file at the chamber office.
- 14) No modification to original product list provided by the vendor to chamber.
- 15) Provide proof of insurance.
- 16) Smoking Ordinance (in accordance with Village regulation) - **No smoking onsite of market.**
- 17) Market management has the right to make necessary booth adjustments as needed and will notify vendors accordingly.

HINSDALE FARMERS MARKET

RULES AND REGULATIONS

TIME AND HOURS OF OPERATION

The Market will operate 21 Mondays including 4th of July, Labor Day and Columbus Day. **Hours will be from 7:00 a.m. to 1:00 p.m.** RAIN OR SHINE. Producers may be in place by 6:00 a.m., but are required to have vehicles in place no later than 6:30 a.m. **Remember, it is mandatory that all vendors remain on site through closing time of market (1:00 pm). Also, all vendors must be off the street no later than 1:45 PM (this is strictly enforced by the Village of Hinsdale and the Hinsdale Chamber of Commerce!).**

LOCATION OF THE HINSDALE CHAMBER OF COMMERCE FARMERS MARKET

The Farmers Market will be at Burlington Park on Chicago Avenue & Garfield Street in Hinsdale.

DISPLAYING AND SELLING GOODS

Producers must furnish their own tables, chairs, and other display arrangements within their booth space. In case of rain, producers must furnish their own protection, as the market is an open parking area. All equipment for transportation and display shall be kept clean at all times, with adequate protection against contamination.

ENFORCEMENT OF THE RULES

Occupants of spaces at this market must at all times conform to the Hinsdale Chamber of Commerce Farmers Market rules. The Market Manager has full authority to enforce all rules and regulations of the Hinsdale Farmers Market.

PROCEDURES FOR SPACE RENTAL

ALL PARTICIPANTS MUST HAVE AN APPROVED APPLICATION AND MUST HAVE PAID THE APPROPRIATE FEES.

1. Applications for permits may be obtained from the Hinsdale Chamber of Commerce website at www.hinsdalechamber.com.
2. Producers must have an Illinois Sales Tax number, (information can be obtained from the Illinois Department of Revenue, 160 North LaSalle Street, Chicago, IL 60601). The Sales Tax number certificate must be shown to the Market Manager on the first day of participation.

Space will be rented upon the receipt of the appropriate fees and Sales Tax number. Spaces will be the width of (10' x 20') No more than (2) two market spaces will be rented to one permit holder.

- Season permits: Season permits are not transferable. A season permit holder is assured of a permanent space on the same site at the Farmers Market for the entire season. **Season permits will be \$500.00 (Non-Member, \$400.00 (Member)).**

SELLING REGULATIONS

Products sold by weight must comply with standards for weight of the State of Illinois. All labels must comply with the State standard of labeling. No unwholesome food or spoiled articles may be offered for sale. Producers are expected to man their spaces at all times. Producers must conduct themselves with courtesy and good manners.

CLEAN UP REGULATIONS-If you do not follow this you will be fined \$25/incident
All producers must supply their own equipment to remove waste and refuse in their area.
This refuse must be taken home. Each area must be cleaned by the user before departure.

Email: amanda@hinsdalechamber.com



AFFIDAVIT: I agree to abide by the rules of the Hinsdale Chamber of Commerce Farmers Market and the decisions of its Market Manager. I accept responsibility for all activities conducted by myself and by co-workers and employees. I agree to hold the Hinsdale Chamber of Commerce and the Village of Hinsdale harmless and to indemnify the Hinsdale Chamber of Commerce and the Village of Hinsdale for any and all claims arising from these activities. **NO SHARING OF TABLES**

Signature

Date

Submit application to:

Hinsdale Chamber of Commerce

22 East First Street

Hinsdale, IL 60521

Phone:(630) 323-3952 Fax:(630) 323-3953

Email: amanda@hinsdalechamber.com

