

February 23, 2017

Hi Carlyle Courthouse Square Farmers' Market Vendors of 2017,

The 2017 Carlyle Courthouse Square Farmers' Market vendor application is attached. Same as we used last year.

The Carlyle Courthouse Square Market this year will be from June 15 – October 12. We hope to get our permit through October 26 in case 2016's weather repeats. Markets will be every Thursday night from 4 to 7 PM. Set - up starts at 3:00. Rain or shine – we do cancel if we know a bad thunderstorm is heading our way!

Our Market is for locally grown fruits and vegetables, baked goods, honey, herbs, seeds, nuts, flowers, plants, eggs, allowed meats, wine, and very limited craft items like soy candles, soap, and fabric goods.

If you are going to pass out samples of anything but whole uncut veggies or fruit, you need a sample handlers certification from the State. Info is available at <https://i.train.org/>. Also, "place of origin" signage/labeling, and the Cottage Food Act requirements are still guiding us. If you are a "cottage food" vendor, please have your registration certificate from your county of residence available on all Market dates attended. Also, provide us a copy to give to the Clinton County Health Department. The regs are referenced in our application.

We would like to have food demonstrations again this year. We have a microwave and electric fry pan to use. Several of the vendors have indicated that they would do food demonstrations as is done at other markets. It is to your advantage to fix something and let the customers try it to achieve more sales. It may be a fruit or vegetable the customer has never bought because they do not know how to fix it, or they have never tasted it. Please let me know when you would like to do this and what you are fixing. Simple to fix, quick recipes that taste good are needed. Proper sanitation with hand washing facilities is your responsibility.

The City of Carlyle is again going to be helping with the closed street and electric, and some copying. Last year the City purchased the banners we advertise with. We will continue to advertise in the Carlyle Union Banner and Breeze Journal.

The Carlyle Lake Chamber of Commerce is providing some insurance. Note the indemnification requirements in the 2017 application. We are not requiring vendors to have insurance, but it is strongly recommended. Besides accident and general liability insurance, consider product liability

insurance (the Market has no product liability insurance). You may be able to get a rider on your homeowners insurance.

Hopefully, we can get the Master Gardeners, SNAP sign-up person from the Food Bank, Mers-Goodwill, the St Joseph Hospital Dietitian, and the Health Coalition to provide info demonstrations this year.

Haven't heard about the WIC/Senior coupons for this year. Assume that it is going to happen again. You can only accept the coupons for fresh fruit and vegetables if you are in the Program. Contact Sue Couri at the Illinois Department of Human Services, Bureau of Family Nutrition, 217-524-3354, Sue.Couri@illinois.gov.

If you have any questions feel free to call or email me. You may find the other vendors are better at giving answers on some questions. I am really impressed by vendors helping other vendors over the past years.

Love and God Bless,

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