



Hello and thank you for your interest in the Bish Cooperative Market! The following sections explain the vendor application process.

**APPROVAL PROCESS:** All applicants wanting to become vendors of the Bish Cooperative Market must first submit an application (form attached) and any supporting documentation for our co-op's committee approval. Applications must be submitted no later than the Monday prior to the date of setup. Only after the committee has approved may a vendor be allowed to sell at the Bish Cooperative.

**COST:** Vendors who commit to 4 or less dates are required to pay a fee of \$10.00 per booth per market date. Fee will be collected by the market manager on the date of setup. **As a thank you to our returning vendors, we would like to waive the fee for vendors who commit to 5+ market dates. (Circle dates below on application).**

**SPACE:** Each vendor is given a 10'x10' area in which they may set up a pop-up tent, table, signage, and items for sale. An additional 10'x10' may be requested for a fee.

We are a Farmers Market, therefore we are looking for vendors that grow, produce or assemble what they will sell. This is not a craft fair.

Once your application is accepted by the market manager, you have officially secured your space for the market. If you no call/no show, you lose your space and it will be given to a vendor that is on the waitlist for the remainder of the season.

**Acceptable items for sale include but may not be limited to;**

- Fresh produce
- Cottage food items
  - *(such as cookies, breads, brownies, cakes, fruit pies, candy, jams and jellies; flavored honey produced by an exempt beekeeper, fruit chutney's (non acidified), fruit butters, granola, maple sugar produced by an exempt maple syrup producer, popcorn, unfilled baked donuts, waffle cones, pizzelles, dry cereal and nut snack mixes, roasted coffee, dry baking mixes in a jar, dry herbs and herb blends, dry tea blends, dry soup mixes, dry seasoning blends)*
- Handmade jewelry
- Handmade art (paintings, sculptures, and other fine quality arts pieces)
- Honey
- Flowers
- Houseplants
- Handmade macramé
- Handmade pottery
- Homemade natural skincare
  - *All ingredients must be 100% natural*
- Homemade candles

- Homemade soaps
  - *All ingredients must be listed and 100% natural*

**\*All vendors selling non-food items must attach a copy of their vendor's license with their application.**

## **Cottage Food Production Operations Requirements**

A "Cottage Food Production Operation" is defined in Chapter 3715 of the Ohio Revised Code to mean, a person who, in the person's home, produces food items that are not potentially hazardous foods, including bakery products, jams, jellies, candy, fruit butter, and similar products specified in rules. These foods must be labeled properly, or they will be considered misbranded or adulterated.

A "Cottage Food Production Operation" is required to label all of their food products properly, which include the following information on the label of each unit of food product offered or distributed for sale:

1. Statement of Identity - the name of the food product;
2. Net Quantity of Contents - the net weight, in both Imperial and Metric units
3. Ingredient List - ingredients of the food product, listed in descending order of predominance by weight;
4. Statement of Responsibility - the name and address of the business;
5. The following statement in ten-point type: "This Product is Home Produced."

NOTE: If nutrient content claims (i.e. low fat, salt free, etc.) or health claims (i.e. may reduce heart disease) are made, the product must bear all required nutritional information in the form of the Nutrition Facts panel. All labeling components are to comply with 21 CFR Part 101, Food Labeling. The FDA Food Labeling Guide is an excellent resource of the proper labeling of food products.

\*Cottage food items are to be pre-packaged and properly labeled when brought to the market. If a product is open for customers to select, then a temporary or mobile food license is required from the local health department and must be verified upon arrival.

## **All-Natural Cosmetics & Skincare Requirements**

As defined in Chapter 3715 of the Ohio Revised Code, cosmetics are: articles intended to be rubbed, poured, sprinkled, or sprayed on, introduced into, or otherwise applied to the human body or any part thereof for cleansing, beautifying, promoting attractiveness, or altering the appearance or for use as a component of any such article.

Included in this definition are skin moisturizers, perfumes, lipsticks, fingernail polishes, eye and facial makeup preparations, shampoos, toothpastes, and deodorants (note: soap is not considered a cosmetic).

Skincare and cosmetics require proper labeling, which includes the following information on the label of each unit of product offered or distributed for sale:

1. Statement of Identity - the name of the product
2. Net Quantity of Contents - the net weight, in both U.S. Customary System and International System
3. Ingredient List - ingredients of the cosmetic product, listed in descending order of predominance by weight
4. Statement of Responsibility - the name and address of the business

NOTE: Cosmetics CANNOT claim to diagnosis, cure, mitigate, treat, or prevent a disease. The following would be considered drug claims and would not be permitted on a cosmetic (this is not an all-inclusive list):

- a shampoo that claims to treat dandruff
- lotions that fight acne, cure poison ivy, or provide SPF protection
- a toothpaste that prevents cavities

We ask that all vendors who wish to sell canned goods or other produced foods such as ready-to-eat items, contact the Darke County General Health District to make sure you have the necessary licenses (for instance a Home Bakery License) and rules needed to be in agreement with the law. Their phone number is (937) 548-4196. Please include a copy of your health license with your application.

**Please keep in mind that the Bish Cooperative maintains a waitlist of approved vendors in certain categories, this is done to allow all vendors that have perishable products to sell their wares without loss. In addition, in cases where vendors sell limited demand items and over saturation does not improve the market experience.**

If you have any questions or concerns please feel free to contact the market manager, Megan Hammaker, at 937-548-0165 or stop by the Bish Discovery Center to discuss your question.

Thank you for your interest in the Bish Cooperative Market.

Megan Hammaker,  
Market Manager

Mandy Martin,  
Market Assistant



## APPLICATION TO SELL AT THE BISH COOPERATIVE

Applicant (Contact) Name: \_\_\_\_\_

Tax ID or S.S # \_\_\_\_\_, Phone Numbers: \_\_\_\_\_ (home)

\_\_\_\_\_ (cell) \_ Email Address: \_\_\_\_\_ @ \_\_\_\_\_

Business Name / address: \_\_\_\_\_

Home Address (if different): \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

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

### PRODUCTS YOU PROPOSE TO SELL AT THE BISH COOPERATIVE:

(Circle any items that will be specifically purchased for resale) – Attach another sheet if more room is needed.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Where else are you currently selling your products:

\_\_\_\_\_

Are your products homegrown or handmade by you or someone you know? Y / N

A copy of all permits, vendor license, and other necessary paperwork must accompany this application. *Photos of craft items would be appreciated.*

**\*Please circle the dates you will setup for the 2024 market:**

June 6                  July 3\*                  August 1                  September 5                  October 3

June 20                  July 18                  August 15                  September 19                  October 17

\*This market date is on a Wednesday due to the holiday.

***By signing below, I agree that I will not hold Darke County Parks liable for damages to person, property, merchandise, or displays in the market. I understand that nothing may be brought into the market that has not been approved and that all applications are subject to jury approval by the co-op's committee. I understand that vendor booths will be expected to remain open during all market hours (4:00pm-7:00pm).***

Signature \_\_\_\_\_ Date \_\_\_\_\_

This application and necessary documents to be sent to:  
DARKE COUNTY PARKS-ATTN MEGAN HAMMAKER  
P.O. BOX 801, GREENVILLE, OHIO 45331 or email to [mhammaker@darkecountyparks.org](mailto:mhammaker@darkecountyparks.org)