

Dear Local Farmer/Business Owner,

We are excited to host the Kouts Farmer's Market for our first season. With this packet of information, we would like to extend a warm welcome for you to join this open-air market beginning in **May going through October**, on the **3rd Saturday** of each month. We hope you will accept our invitation to participate in this festive environment wherein buyers meet their neighbors and other local farmers.

Kouts is a rural community with few local retailers, and our residents embrace the opportunity to buy local, delicious foods and goods here in town. We are excited to get this up and running this year. To not interfere with other local markets in the area, we will host our market on the **3rd Saturday** of each month from **8 am-12 pm**. The residents in the southern end of Porter County can purchase fresh food and local goods, meet neighbors, and make new friends! We are confident it will continue to grow into an event that people look forward to each month.

The market will be located at **Penssy Park**, 307 S Main St. The Town of Kouts Parks & Recreation Department is managing this market. Please sign and return the required paperwork to the **Town of Kouts Town Hall at 210 S. Main St., Kouts, Indiana 46347**.

We look forward to hearing from you very soon.



[koutsparks@gmail.com](mailto:koutsparks@gmail.com)



210 South Main Street, P.O. Box 693  
Kouts, IN 46347  
219-413-6040/Fax: 219-766-3029

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## VENDOR REGISTRATION FOR LICENSE

Vendor Name: \_\_\_\_\_

Business Location: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Vendor Home Address: \_\_\_\_\_

Brief description of nature of business: \_\_\_\_\_

Product to be sold: \_\_\_\_\_

\* Copy of Driver's License or State ID of vendor doing the soliciting.

### Vendor Fees:

\_\_\_\_\_ \$25.00 for one day

\_\_\_\_\_ \$10.00 extra for electricity

All vendors must submit a Certificate of Insurance with General Liability & Limits of \$1,000,000 each occurrence, Damage to Rented Property-\$100,000, Medical Expense each occurrence \$5,000, Personal Injury-\$1,000,000, General Aggregate-\$2,000,000, and Products-\$2,000,000. Additional Requirements \$1,000,000 of General Liability and Town of Kouts listed as Certificate Holder.

Food Vendors are required to have a copy of their health permit from the Porter County Health Department on file even if you are just handing out samples.

All insurance and health permits must remain current throughout the entirety of the vendor's participation with the market. Porter County Health Department's phone is (219)465-3525.

Merchants and vendors may operate from 8 am until 12pm on the 3rd Saturday from May-October.

Farmers selling produce that is not locally grown must CLEARLY mark those items.

Vendors should begin tear-down at 12pm and not before. All garbage should be disposed of properly and all vendors must be loaded and off the property no later than 1:00 pm.

You will be contacted by the Parks Department the day before with information about your booth location.

I understand failure to comply with all ordinance provisions or park rules will result in automatic termination of his or her vending license. Failure to follow the rules listed above may also result in your removal from future market days without refund. \_\_\_\_ (Initials)

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**VENDOR SIGNATURE**

**DATE**

**FOR OFFICIAL USE ONLY:**

Registered on: \_\_\_\_\_ Months \_\_\_\_ May \_\_\_\_ June \_\_\_\_ July \_\_\_\_ Aug \_\_\_\_ Sept \_\_\_\_ Oct AMT PD: \_\_\_\_\_

Proof/Copy of Liability insurance in an amount of not less than \$100,000 \_\_\_\_\_ (Initials)

Food Vendors (HOT ONLY) Copy of Porter County Health Department Certification \_\_\_\_\_ (Initials)

Copy of Driver's License or State ID of vendor and all employees \_\_\_\_\_ (Initial)

