



*Tuesdays 4:00 - 7:00 pm*  
*June 3rd - September 9th*  
*(No market on July 8th)*

**\* JERSEYVILLE CITY CENTER PLAZA \***  
**(NEXT TO GERMANIA BREW HAUS)**  
**403 N. STATE ST, JERSEYVILLE**



For more information visit  
[www.jcba-il.us/market](http://www.jcba-il.us/market) or call the  
JCBA at 618.639.5222.



## **Jersey Co. Farmers & Artisan Market Vendor Policies**

### ***PRODUCTS***

All products must be handmade, homemade, or homegrown by the person, family or cooperative operating the booth. No resale items allowed. Selling or giving away live animals is not permitted. No hawking (loud yelling/music to promote your product) is allowed.

### ***WHAT WE EXPECT FROM VENDORS***

- Vendors are responsible for set up, clean up, and close up. They must provide their own tables, chairs, tents, signage, etc.
- Keep vendor space clean throughout the market day, and leave space as found at end of market day.
- Any affiliation with a political party or candidate is not allowed.
- Help promote the market and any affiliated events to enhance and improve the market for the benefit of all.
- Portray the market in a positive light at all times both in person and online.
- Maintain respectful personal conduct and customer service – vendors must be courteous to other vendors, market staff and to the public at all times.
- Follow all applicable State, County, and City policies, licensures, laws, and regulations.
- Abide by all market rules and agreements.

### ***FOOD VENDORS***

Vendors selling “cut” foods, prepared homemade foods or eggs must pre-register with the Jersey County Health Department and/or their home county Health Department. Failure to do so will prohibit the vendor from participating in the market. For more info and a registration packet please contact Annie Rose at the Jersey County Health Department – 618-498-9565 x 321 or EH@jerseycountyhealth.org.

### ***ARTISANS AND CRAFTERS***

Products must be handmade, creative, appropriate and may be subject to approval by JCBA Staff before being accepted into our market.

### ***NON-VENDOR PARTICIPANTS***

Pre-approved non-profit or community organizations may be accepted. Non-profit organizations that plan to sell “cut” or prepared homemade food must obtain pre-approval from the Jersey County Health Department. Any affiliation with a political party or candidate is not allowed. Advance reservations are required as available space is limited, please contact JCBA Staff for more information.

### ***HOURS/SET-UP AND TEARDOWN***

Our market takes place weekly on Tuesdays from 4:00 PM – 7:00 PM at Jerseyville City Center Plaza, 403 N State St in Jerseyville (between Dairy Queen & Germania Brew Haus). The 2025 market season starts on Tuesday, June 3<sup>rd</sup> and will end on Tuesday, September 9<sup>th</sup>. THERE WILL BE NO MARKET ON JULY 8<sup>th</sup> DUE TO THE JERSEY COUNTY FAIR PARADE. We are open rain or shine, except in cases of severe weather, which will be at vendor’s discretion. Fees will be collected rain or shine.

Vendors may begin arriving at the market after 2:30 PM and must check in no later than 3:45 PM. All vendors must be ready to sell products by 4:00 PM. No vehicular traffic will be allowed in the

Updated 5/5/25

barricaded market area from 3:45 PM to 7:00 PM. If you are not checked in by 3:45 PM you will not have a spot that day. For shopper & vendor safety reasons, no sales shall be conducted prior to the market start time of 4:00 PM. Only vendor to vendor sales will be allowed prior to 4:00 PM. All vendors are expected to stay until 7:00 PM, except in cases of severe weather, emergency or prior approval by JCBA Staff.

### ***VENDOR BOOTH LAYOUT***

**There are no guaranteed spots.** Placement may change from one market to the next. Priority is given to vendors who have pre-paid for the season before the season starts, farmers (produce, meat, eggs, dairy, etc) and certain food booths that require electricity to run their equipment. Allocation of and changes to vendor space will be at JCBA Staff's discretion. Vendors are not guaranteed parking behind vendor space.

### ***BOOTH FEES***

Space is rented on either a full-season or weekly basis. Full season vendors are assumed to attend weekly and must inform the JCBA Staff in advance if they will not attend. Weekly space is subject to availability and must be paid for by 6:00 PM on the Monday prior to each market.

10 x 27 Single Parking Space: \$50 / Season or \$10 / Week

20 x 27 Double Parking Space: \$80 / Season or \$15 / Week

Weekly payments must be made online at [www.jcba-il.us](http://www.jcba-il.us) - "Payment Link" by 6:00 PM each Monday prior to the market to reserve your spot. Late registration may be available for an additional fee and is contingent upon JCBA Staff's availability to confirm.

### ***CONFIRMATION***

Vendors who've paid for the full season and/or with reserved spaces should contact JCBA Staff by 6:00 PM on the Monday prior to market day if they will be UNABLE to attend so that we have the option to fill your spot. Repeated no calls / no shows will be subject to suspension for the remainder of the season without refund.

### ***WIC / SENIOR FARMERS MARKET NUTRITION PROGRAM***

All vendors that sell produce, jar/dry goods, eggs etc. are encouraged to look into taking WIC and senior voucher programs. If interested please reach out to Annie Rose at the Jersey County Health Department – 618-498-9565 x 321 or [EH@jerseycountyhealth.org](mailto:EH@jerseycountyhealth.org).

### ***PENALTIES FOR NONCOMPLIANCE WITH MARKET RULES***

Any violation of market rules or policies as well as any violation of City, County or State laws or regulations may result in temporary or permanent suspension from the market without refund.

### ***QUESTIONS, COMMENTS OR CONCERNS***

Please feel free to contact the JCBA Staff at 618-639-5222, if no answer or after business hours call/text Whitney McIver at 618-531-2256.

**THANK YOU FOR FOLLOWING THE POLICIES OF OUR MARKET!**

# JERSEY CO. FARMERS & ARTISAN MARKET

## 2025 VENDOR REGISTRATION

PLEASE RETURN THIS FORM **AT LEAST ONE DAY PRIOR TO THE FIRST MARKET YOU WISH TO ATTEND** TO THE JCBA VIA EMAIL - [MARKET@JCBA-IL.US](mailto:MARKET@JCBA-IL.US) OR IN PERSON/USPS TO 209 N STATE ST, JERSEYVILLE, IL 62052.

BOOTH PRE-PAYMENT BY CASH, PERSONAL CHECK OR (PREFERRED) ONLINE AT [WWW.JCBA-IL.US](http://WWW.JCBA-IL.US) ALSO MUST BE MADE **AT LEAST ONE DAY PRIOR TO THE MARKET YOU WISH TO ATTEND** TO CONFIRM YOUR SPOT AND BE INCLUDED IN OUR WEEKLY VENDOR LISTING ON SOCIAL MEDIA.

2025 BOOTH FEES ARE \$50/SEASON OR \$10/WEEK FOR A SINGLE 10X27 SPOT OR \$80/SEASON OR \$15/WEEK FOR A 20X27 DOUBLE SPOT.

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Vendor / Business Name

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Address

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Contact Person

Phone

Email

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Social Media /Website Info

### Type of Sales (Please check and describe all that apply):

- ☐ Fresh Produce (whole and uncut) - \_\_\_\_\_
- ☐ Cut Foods (Jams, Baked Goods, Salsa, Etc.) - \_\_\_\_\_
- ☐ Handcrafted Items (Non-food) - \_\_\_\_\_
- ☐ Egg Sales - \_\_\_\_\_
- ☐ Non-Vendor Participant - \_\_\_\_\_
- ☐ Entertainment - \_\_\_\_\_
- ☐ Other - \_\_\_\_\_

*Please help us keep this a TRUE Farmers & Artisan Market - everything you sell must be homegrown or handmade BY YOU! Thank you for your participation & support!*

For more information please call the JCBA at 618.639.5222.



## JERSEY CO FARMERS & ARTISAN MARKET 2025 VENDOR AGREEMENT

I, the undersigned representative of \_\_\_\_\_ (**Vendor's Business Name or Vendor Name**), understand and acknowledge that the activities my vendor business is about to voluntarily engage in as a participant have certain unknown and unanticipated risks associated with them. In the event the members of my vendor business are injured or become ill while participating in this activity, I understand and agree that I will accept responsibility for any medical bills, including co-payments and deductibles. In the event my vendor business's property is damaged as a result of participating in this activity I will not seek reimbursement from Jersey County Business Association, City of Jerseyville, or any local partners. In the event that while participating in this activity I or others in my vendor business cause harm to another person or another person's property I accept sole responsibility for our actions. I understand and accept the risks; I understand and agree to abide by the code of conduct; and I accept responsibility for injury to ourselves; our own property; and harm to others that we have caused.

I also grant permission for Jersey County Business Association and local partners to use photographs taken during the Market for promotional purposes.

I have read, understand and agree to comply with the 2025 Vendor Policies.

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Vendor Business Name

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Printed Name of Vendor Business Representative

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Signature of Vendor Business  
Representative

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Date