

2026 GENERAL INFORMATION

The Monday Farmers Market @ your library was launched on July 6, 2009, in collaboration with the Kansas Department of Health and Environment and the Capital City Wellness initiative. The main goals continue to be providing access to fresh, high-quality produce to the area and to increase physical activity by providing a walking destination.

Location

Topeka and Shawnee County Public Library

1515 SW 10th Avenue – east parking lot (10th & Washburn) Topeka, KS 66604

This location in the library parking lot gives the market great visibility for customers walking into the library and driving by the library on Washburn Avenue.

Hours of Operation

The market will be held every Monday, May 18—September 14, 2026, 7:30 am –11:30 am
Except for Memorial Day—May 25, and Labor Day—September 7.

Management Contact Information

Email for Monday Market Team: market@tscpl.org

Application and Tax Certificate contact: market@tscpl.org

Topeka and Shawnee County Public Library, 1515 SW 10th Avenue, Topeka, KS 66604-1374

Cost

There is no fee, **however**, ALL vendors must be pre-approved by the market committee before setting up a booth. All vendors must have a KS sales tax number, and a copy **must** be on file with the market manager **before** setting up your booth.

Eligible Products and Information Tabling Booths

This market is designed for local produce growers. The market will accept vendors who feature the following products: breads and baked goods, fresh cut flowers, potted herbs, seedlings, flowers, plants, and honey. Due to the mission and the size of the market, Craft only vendors will NOT be included. The Monday Market follows the [KDHE Food Sales Guidelines](#); the sale of non-exempt foods is restricted; each vendor must read and follow the KDHE guidelines. **All vendors must have a Kansas Sales Tax number**, and a copy must be on file with the market manager before setting up your booth. If the Monday Market requests a clearer copy or your exemption certificate has expired, an updated certificate is required.

2026 Monday Farmers Market @ your library® Application

Please complete and return this form as soon as possible.

Please attach a copy of your Kansas State Sales Tax Form to this application.

Kansas Sales Tax Form and a yearly application is mandatory.

(Prior vendors tax certificates should be on file, however, if we ask for another copy, please provide.)

Business Name: _____

Producer Name: _____

Address: _____

City: _____ State: Kansas Zip: _____

Farm address, if different: _____

Telephone: () _____ E-mail Address: _____

County: _____ Kansas Sales Tax Number: _____

***The Monday Market will begin May 18, 2025. If you will not be able to start on May 18th, please indicate your general start date:** _____

Please indicate products you wish to sell at the Monday Farmers Market @ your library®. If your item is not listed and/or you need more space, please provide a clear description on another page, and attach the page to your application.

Baked Goods: _____

Eggs Flowers Fruits: _____

Herbs: _____

Honey and Honey Products Jelly/Jams Potted Plants Sauces/Spices

Vegetables: _____

Other: _____

Monday Farmers Market @ your library® Policies and Requirements

1. All information requested on the application must be accurately provided and on file with the market manager before setting up. **A new application is required each year.**
2. All/most products that are offered by the vendor are encouraged to be grown and/or processed by vendor.
3. All processed products must be from an inspected facility.
4. All vendors are responsible for paying income and sales taxes on revenues from the market.
5. All vendors will provide their own tent or awning and table and **must display their farm/farmer name and location, e.g. city, on their table.**
6. All vendors assume responsibility for any and all litigation and judgments brought against their business and its products.
7. The application review committee reserves the right to use discretion when approving or denying applicants.
8. No vendor shall exhibit abusive or insulting language or behavior towards market managers, the public or other vendors; any complaints must be made in writing and sent to the market manager. **Customer Conduct Policy** of the library is to be followed.
9. The library and its premises are a nonsmoking campus; smoking is not allowed on library property.
10. **All vendors must be set up by 7:30 am and cannot tear down before 11:30 am unless they are sold out.**
11. **If you are unable to make it on the scheduled market date, please email: market@tscpl.org.**

I understand that making an application does NOT guarantee acceptance by TSCPL.

I understand that other vendors participating in the Monday Farmers Market @ your library® may, and some will, have identical or like products to those available from my business.

I understand that there are no guarantees of buyers, income, or revenue from the Monday Farmers Market @ your library® or its sponsors.

I acknowledge and agree, pending approval, that my participation in the market will be subject to adherence to the policies and regulations noted in this application and the policies and guidelines of the Topeka and Shawnee County Public Library. The right to participate in the market may be revoked at any time by the market manager and team. Reasons for revocation include but are not limited to 1) not following the TSCPL Customer Conduct Policy, 2) selling unapproved products, 3) conducting business in an illegal manner or in a way that is unbecoming to the state or library, or 4) for any reason the market sponsors deem relevant.

By signing below, I hereby acknowledge that I have completely read and fully understand the TSCPL Monday Market policies and requirements.

Print Name: _____

Signature: _____ Date: _____

Return completed application to:

Topeka and Shawnee County Public Library

ATTN: Farmer's Market Team

1515 SW 10th Avenue, Topeka, KS 66604-1374

*Ph: (785) 580-4458 * Fax: (785) 580-4496 * E-mail: market@tscpl.org*